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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.

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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.

**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.**

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Welcome to the University of Oklahoma!

Our university offers strong educational opportunities with more than 160 areas of study from which you can select a major. Here you will find gifted professors, learned scholars and dedicated staff members, all of whom are 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, Greek life, athletic teams, music groups, theater and the arts, and the campus media. OU also offers many opportunities for education abroad. OU offers study abroad programs in over 50 countries and 100 cities on six continents. Students are also able to form lasting friendships with our international students from 120 different countries.

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 many academic and student-supported programs. I invite you to visit the campus to experience OU’s unique sense of community and to witness firsthand the opportunities for success available to you at the University of Oklahoma.

Sincerely,
David L. Boren
President of The University of Oklahoma
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Welcome!

Located halfway between the Atlantic and Pacific coasts at the boundary between the eastern woodlands and the vast western prairie, the University of Oklahoma 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, outstanding research facilities, and unique resources at OU. The relatively low cost of attendance adds to OU’s international appeal. Scholars 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. 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. Both the Norman and Health Sciences Center colleges offer programs at the Schusterman Center, the site of OU-Tulsa.

OU enrolls more than 31,000 students, has more than 2,600 full-time faculty members, and has 20 colleges offering 165 majors at the baccalaureate level, 159 majors at the master’s level, 80 majors at the doctoral level, 28 majors at the doctoral professional level, and 29 graduate certificates. The University’s annual operating budget is $1.6 billion.

The University of Oklahoma, in compliance with all applicable federal and state laws and regulations does not discriminate on the basis of race, color, national origin, sexual orientation, genetic information, sex, age, religion, disability, political beliefs, 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. For questions regarding discrimination, sexual assault, sexual misconduct, or sexual harassment, please contact the Office(s) of Institutional Equity as may be applicable: Norman campus at (405) 325-3546/3549, the Health Sciences Center at (405) 271-2110, or the OU-Tulsa Title IX Office at (918) 660-3107. Please see www.ou.edu/eoo. The University of Oklahoma is an equal opportunity institution.
How to Use This Catalog

This is the University of Oklahoma General Catalog. It describes degree programs available at OU at the undergraduate and graduate levels on the Norman campus.

Many academic units make changes in their degree requirements and courses between publications 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 requirements on the Internet at checksheets.ou.edu.

Explanation of Sections

THE OU DIFFERENCE
The chapter outlines various programs and facilities that combine to make study at OU unique and highlights their contribution to the community.

ADMISSION, ENROLLMENT AND STUDENT FINANCIAL SERVICES
This chapter describes application procedures and outlines the steps required from admission to graduation. This chapter also explains OU’s academic standards and policies for the release of academic records. Additionally, information regarding enrollment services is covered. It also describes the scholarships and financial aid programs available to OU students and explains how to apply for them. Because tuition and fees may vary from semester to semester, check the current class schedule for the most recent information.

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.

STUDENT AFFAIRS
One of the keys to academic success is becoming involved in the life of the university community. This chapter describes the array of services, programs and activities available to students that affect life outside the classroom. Included is information on housing, support and recreational services, student organizations and publications, and nonacademic facilities.

COLLEGE CHAPTERS
There are 20 degree-granting colleges at the University of Oklahoma. Each of the degree-granting colleges on the Norman campus has its own chapter in this catalog. Information about the colleges at the OU Health Sciences Center is combined in a single chapter. OU programs offered in Tulsa are described in the section of this chapter titled “What OU is All About.”

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-recommending college.

Glossary of Terms and Abbreviations

The following glossary is provided to explain the academic terms and abbreviations used throughout this catalog.

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.

Glossary of Terms

Thirteen 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.

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.

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FACULTY
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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.

BLENDED COURSE/HYBRID COURSE — A course in which instruction is partly delivered face-to-face and partly over the Internet.

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.

CONFER (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 COURSE — A course in which instruction is delivered entirely over the Internet.

ONLINE ENROLLMENT — 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 by students 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.
**Glossary of Terms**

**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 for undergraduate students 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 for undergraduate students 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** — A session of courses beginning after the end of the spring semester and ending prior to the beginning of the fall semester.

**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.

**THESS** — 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 advisers 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.
**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 great place in which to live and work. The university also is 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 as well as 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 — Association to Advance Collegiate Schools of Business

Architecture — National Architectural Accreditation Board

Aviation — Aviation Accreditation Board International

Business Administration (Finance, Business Strategy and Legal Studies, Management, and Marketing) — Association to Advance 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 (EAC) and Accreditation Board for Engineering and Technology (ABET)

English as a Second Language, Center for — American Association of Intensive English Programs

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, Association of Systematics Collections, and American Society of Mammalogists

Social Work — Council on Social Work Education

Nationally accredited programs at the Health Sciences Center include:

Communications Sciences and Disorders — American Speech-Language-Hearing Association (ASHA)-Council on Academic Accreditation in Audiology and Speech-Language Pathology

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 — Accreditation Review Commission on Education for the Physician Assistant (ARC-PA)

Nuclear Medicine Technology — Joint Review Committee on Education in Nuclear Medicine Technology

Nursing — National League for Nursing Accrediting Commission

Nutritional Sciences — Commission on Accreditation in Dietetic Education

Occupational Therapy — Accreditation Council for Occupational Therapy Education (ACOTE)

Pharmacy — American Council for Pharmacy Education

Physical Therapy — Committee on Accreditation in Physical Therapy Education (CAPTE) 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

Radiation Therapy and Radiography — Joint Review Committee on Education in Radiologic Technology

Sonography — Commission on Accreditation of Allied Health Education Programs (CAAHEP)

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 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 Mewbourne College of Earth and Energy, the Jeannine Rainbolt College of Education, the College of Engineering, the Weitzenhoffer Family College of Fine Arts, the Graduate College, the Joe C. and Carole Kerr McClendon 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 College of Law, the OU Foundation; OU Traditions 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 Hynes Field – OU Women’s Softball Complex; the Sam Vierson Gymnastics Center; and OU Children’s World Learning Center.

Research Campus

In less than a decade, the 277-acre OU Research Campus has been transformed from an empty field to a thriving economic engine shaped by a community of public and private sector collaborations located in nearly 1 million square feet of occupied space representing $300 million in investment. Today, the Research Campus brings together 1,700 workers across academic, federal, state and industrial organizations in a mutually beneficial environment.

The National Weather Center, a 257,000 square-foot facility that opened in 2006, anchors the OU Research Campus on the south.
The Center houses both academic and federal groups dedicated to forecasting, research and training. The 260,000 square-foot Stephenson Research complex houses cutting-edge research in fields including robotics, genomics, bioengineering and the OU Department of Chemistry and Biochemistry, which includes a National Institutes of Health-funded structural biology program. A series of five “Partners Place” buildings, totaling 362,000 square-feet, enable the public and private sector collaboration on weather and radar research; innovation and entrepreneurship; and water, climate, and energy. Additionally, a 35,000 square-foot “one of a kind” Radar Innovations Laboratory is scheduled to open in 2014.

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. OU’s Research Campus was named the nation’s top research park for 2013 by the Association of University Research Parks, placing it among such past recipients as Research Triangle Park in North Carolina, Purdue Research Park in Indiana and University City Science Center in Pennsylvania.

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 Swearengen 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 state agency mandated in the Constitution of Oklahoma, and is part of the Mewbourne College of Earth and Energy at the University of Oklahoma.

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. It is one of only four comprehensive academic health centers in the nation with seven professional colleges. 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.

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 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 Oklahoma Health Center is composed of the former Presbyterian Health Foundation Research Park and 30 other biomedical entities, including the OU Health Sciences Center as its centerpiece.

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.

The Peggy and Charles Stephenson Cancer Center represents the largest public-private biomedical initiative in Oklahoma history. The 210,000-square-foot facility provides patient-centered care by the largest and most experienced group of cancer specialists, offering the most advanced cancer detection and treatment technology. OU’s Harold Hamm Diabetes Center is one of the top comprehensive diabetes centers in the world for adults and children with type 1 and type 2 diabetes, engaging in novel research aimed at progress toward a cure for diabetes and its complications.

OU-Tulsa Schusterman Center
The OU-Tulsa Schusterman Center is located in the heart of midtown Tulsa at 41st and Yale. On this campus both the OU Health Sciences Center and the OU Norman campus offer programs. The vision of OU-Tulsa is to build a nationally recognized center of higher education excellence in select areas that emphasize the strong campus-community partnerships and 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 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 in Tulsa 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.

In February of 2008, the George Kaiser Family Foundation made a $50 million gift to the OU College of Medicine in Tulsa allowing the College of Medicine to have the explicit focus to improve the health status of underserved communities. To reflect that change, the name of the College of Medicine in Tulsa was changed to the OU School of Community Medicine, the first in the nation. The
School of Community Medicine remains an integral part of the OU College of Medicine. The University of Tulsa and the University of Oklahoma recently signed a memo of understanding to commence the process to seek approval of the accreditation body for U.S. medical schools to expand the School of Community Medicine to a four-year educational track as a partnership of TU and OU.

Degree programs offered at the Schusterman Center are listed at http://www.ou.edu/content/tulsa/degree_programs.html.

All bachelor degree programs at OU-Tulsa are degree completion programs.

Future students or others interested in programming at the OU-Tulsa Schusterman 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 accented 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 (OU 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 it.ou.edu, call (405) 325-HELP, or e-mail needhelp@ou.edu.

**CONNECTIVITY**

The University of Oklahoma 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 10/100/1000 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** — OU IT offers both indoor and outdoor wireless access in the majority of faculty and student areas. Connection speeds range from 6Mb/s to 108Mb/s, depending on signal strength and distance from the wireless unit.

**VPN Access** — SoonerConnect VPN is the University of Oklahoma’s way of bringing campus connectivity to your residential computer. Students, faculty, staff, and OU affiliates qualify for SoonerConnect VPN.

**High Speed Internet** — OU IT provides commodity Internet connectivity of 10Gb/s to the campus. Later this year, the connection will be increased to 20Gb/s. In addition to commodity Internet connectivity, OU IT also partners with the State Regents for Higher Education to obtain multiple, dedicated Research and Education connectors. These vary in speed from Gigabit Ethernet to 10Gb/s.

**Reliable Domain Name Services** — OU IT’s DNS, a foundational component to the operation of network connectivity for the campus, allows reliable resolution of website and Internet service names to their respective Internet Protocol (IP) addresses. In addition to providing Internet name resolution, OU IT’s DNS system also provides name resolution for campus resources, as well as Network Time Protocol (NTP) services.

**Voice Services** — From dial-tone to voicemail, call recording to call center, OU IT provides a broad range of telephony services including voicemail over email, emergency communications, call forwarding, voice over IP and more.

**Internet Security** — OU IT strives to ensure a reliable as well as secure Internet experience. Coupled with OU IT’s high-speed connectivity to the desktop over both wired and wireless, OU IT offers firewall services, intrusion protection services, e-mail filtering services (exchange.ou.edu only), free antivirus software, encryption services, and physical security controls for sensitive locations.

**SERVICES**

OU students, faculty, and staff have access to the following standard services:

- Desire2Learn Course Management Software, learn.ou.edu
- Enrollment and bursar payment as well as grades, schedules, and transcripts, ozone.ou.edu
- State of the art classroom technology, user training, and on-call support
- An OUNetID (4+4), which provides access to the university’s e-mail account, personal web space, course management system, and computer lab workstations, account.ou.edu
- Computer labs equipped with PC and Apple workstations, printers, wired and wireless internet access, 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
- Technology support by phone at (405) 325-HELP, by e-mail at needhelp@ou.edu, self-help at itanswers.ou.edu, or in person at any of our service centers. For service center locations and hours, visit techhelp.ou.edu.

**DISCOUNTS**

OU IT offers discounted technology products and services to students, faculty, and staff via the OU IT Store, online at itstore.ou.edu or in person at 329 W. Boyd Street on Historic Campus Corner.

- Special deals on Dell, Lenovo, Apple, Adobe, accessories and more
- Free Symantec Anti-Virus Software and Microsoft Office

**EMPLOYMENT**

Computerworld named OU IT one of the “100 Best Places to Work” in IT 2010. OU IT offers:

- Opportunities for technology interns and student employees
- An innovative and diverse work environment
- Unbeatable benefits
- Flexible schedule
- Visit it.ou.edu to view open positions
Visitor Center

The first of its kind in the state, the OU Visitor Center serves all guests of the University of Oklahoma as a one-stop information and welcome center. This “front door” of the university is housed in historic Jacobson Faculty Hall and provides regular, guided tours for prospective students and advanced-scheduled group tours. Free parking passes for campus visitors are available at the Visitor Center.

An extensive collection of photographs and art depicting the history and heritage of the university fills the Visitor Center. It also has been designated as a local Tourism Information Center by the Oklahoma Tourism & Recreation Department to provide state travel information.

Visitor Center location & hours: M-F 8am - 5 pm, Sat. 9am - noon, closed Sunday and University holidays. 550 Parrington Oval, Norman, Oklahoma.

For complete visitor and tour information: www.ou.edu/visit.html, (405) 325-1188 or 1-800-234-6868; or visitor-center@ou.edu.

Jacobson Hall, Norman campus, the “Front Door of the University!”
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 in every major, or undecided and pre-health 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 from high school to college. The ethnic diversity of the staff further serves to provide 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.
- **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.

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.
- **University College 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

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 coaching 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 academic and support services, including workshops offered by the Student 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, 215 Wagner Hall, 1005 Asp Ave., Norman, OK 73019-0315, (405) 325-6261.

| Orientation Activities at the University of Oklahoma (for students entering in the fall semester) |
|---|---|---|---|---|
| Recruiting | Pre-Enrollment | Pre-Semester | Freshman Year | Ongoing |
| **Sooner Saturday** | Summer Enrollment Program | Sooner Orientation Weekend OU Scholars Enrollment National Merit Enrollment | Gateway Classes University College Seminars | Communication from Academic Advisers Career Planning Pre-Enrollment Academic Advising Student Success Seminars Tutoring |

The University of Oklahoma 2014-16 General Catalog
Orientation and Advisement

Planning a Program

- If you have selected a major, learn all the requirements for your chosen degree program.
- If you are unsure of your major, make an appointment with a major exploration coach who can help you match your interests, skills, and goals to possible majors.
- 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 college 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 checksheets to plan your program.
- Take basic required courses such as English composition 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 programs that will enhance your individual program such 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. Major exploration coaches are available to help you decide on a 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, Weitzenhoffer 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:

Choose a major because it is intellectually stimulating and develop gradually a career goal while progressing through the program; or,

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, Wagner Hall, Room 270 and 245

Career Services, Oklahoma Memorial Union, Room 323

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, an online job board, online resume books and career fairs 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.
- Participate in campus organizations and activities that interest you.
- Check out careers by attending career fairs using the Career Services Resource Library and discussing ideas with professors, career advisers, academic counselors, and others.
- Use the Focus Program at www.hiresooner.com
- Participate in career interest testing at the Assessment and Learning Center.
- Use Career Services to learn to write a resume.
- Interview for a summer job related to your career interests.

SOPHOMORE YEAR
- Continue your appraisal of your personal interests, needs, skills, values, and goals.
- Talk to individuals doing work of interest to you (informational interviewing).
- Take courses to assist you with career decisions.
- Attend events featuring employers such as career fairs or meetings sponsored by campus organizations, your department, or your college.
- Join a campus organization related to your major or career interest.
- For help deciding on a major visit with one of University College’s Major Exploration Coaches.
- Review Career Services’ internship and co-op listings online and apply, if interested.
- Activate your HIREsooner account with Career Services to have your resume included in the OU resume books and to interview on-campus for internships and co-ops.

JUNIOR YEAR
- Enhance your job search, business etiquette, resume writing, and interviewing skills by attending workshops and webinars or using the resources available at Career Services.

Orientation and Advisement

- Be active in campus organizations to develop leadership and communication skills.
- Update your resume and have it critiqued by Career Services.
- Activate your HIREsooneraccount with Career Services to have your resume included in the OU resume books and to interview on-campus for internships and co-ops.
- Review HIREsooner internship and co-op listings and apply, if interested.
- Research employers in your field through the Internet, the library, or Career Services.
- Attend career fairs to expand your contacts and to apply for internships or co-ops.
- Enroll in a course to learn the most effective job search techniques.

SENIOR YEAR
- Activate your HIREsooner account with Career Services to have your resume included in the OU resume books and to interview on-campus for internships and co-ops.
- Update your resume and have it critiqued by Career Services.
- Attend career fairs dressed professionally with resumes ready to distribute.
- Attend meetings of professional associations as a student member to network with professionals in your field.
- Look for opportunities to further develop your leadership skills through a campus organization related to your major or career interest.
- Become familiar with the various job search sites on the Web and register with those with positions related to your career interests.
- Review HIREsooner job listings and apply, if interested.

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 Language 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 October 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

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;
• 163 majors at the baccalaureate level, 159 majors at the master's level, and 80 majors at the doctoral level;
• 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 123 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 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, explore the concepts and methodologies of the natural and social sciences, appreciate the creative arts, 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. Some colleges or majors require students to complete additional hours of general education coursework or to take specific courses to fulfill general education requirements. The list of courses approved for general education credit is available at https://www.ou.edu/content/gened/courses.html. Courses must be distributed among the following areas:

I. SYMBOLIC AND ORAL COMMUNICATION (3-6 courses, 9-22 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 equivalent to two semesters at OU. 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 Gaylord College of Journalism and Mass Communication, College of Arts and Sciences, and the College of International Studies require students to complete three semesters of college-level foreign language or pass an assessment test. The College of Arts & Sciences and College of International Studies requirement cannot be met by high school coursework. Some majors require a fourth semester of foreign language.)
• 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. (Note: the College of Arts and Sciences requires its students to complete one course in the Biological Sciences and one course in the Physical Sciences.)

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 Culture (1 course, 3 hours). Note: The Gaylord College of Journalism and Mass Communication, College of Arts and Sciences, and College of International Studies require additional upper-division Humanities courses outside the major (2 courses, 6 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

George Cusack, Director
Bizzell Memorial Library, Room 4
Norman, OK 73019-6030
Phone: (405) 325-3583
FAX: (405) 325-3678
Internet: http://www.ou.edu/expo/

FACULTY ROSTER
Professor Cusack; Lecturers Bosse, Haas, Long, Locke, Lolordo, Love, Mintler, Rudolf, Scape, Shaiman, Steele, Temple.

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 student 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

Bioethics and the Politics of Life - By all accounts, we are entering a biotech century, an age in which biomedical advances in genome research, pharmaceuticals, and reproductive technologies will
allow us to shape and design our vital capacities as human beings. Met enthusiastically by some and with trepidation by others, our growing capacity to control, manage, engineer, and re-create ourselves has led to ethical and political debates about how far and to what ends we should (or should not) intervene in human life. How are we to understand the interventions that are now possible? How are we to draw the lines between the permitted, the regulated, and the forbidden? By investigating the ways in which new technologies re-draw the boundaries of life and so shift the very foundations of our self-understanding as moral, ethical, and political agents, this course invites students to develop their own perspectives on life issues and debates in the contemporary ethics and politics of life itself.

Immigrant 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 class weights 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, and we will reflect on the challenges that U.S. immigrants have faced.

Irish Troubles and Triumphs - Over the course of its long and colorful history, Ireland has seen colonization, oppression, famine, poverty, revolution, and the gradual dispersal of its people across the globe. At the same time, Ireland has become one of the most influential cultures in the world, as Irish music, dance, literature, and folklore have gained admirers in nearly every corner of the globe. This course will trace the rocky road of Irish history, with particular emphasis on the past 100 years. We'll examine Ireland's stunning political and cultural achievements during that time and the "troubles" that came along with them. Along the way, we'll explore the roots of the Irish character in Celtic mythology, the positive and negative roles of community in Irish life, and the ways today's Ireland markets itself to outsiders.

World of Tomorrow - How do our dreams of the future define who we are today? This course examines the imagined futures of the past and the potential of cutting-edge science to transform our tomorrows. We will investigate using traditional mediums (fiction and film) and newer media (podcast and web), and we will experience the future for ourselves by exploring virtual worlds and local resources. What do today's cutting edge trends in technology tell us about who we are as Americans? Do new ethical obligations arise with new technology and the knowledge it brings? Will our world become increasingly virtual and is that a good thing? As we gaze into the far future, we'll find ourselves looking back at us.

Media Shifts - Is the image replacing the printed word? What might be lost if we digitize the world’s libraries? Will anyone read books in ten years? New media transform the ways we communicate and the ways we produce knowledge. In former times, printed books changed lives and generated cultural conflicts; today we ask about the role played by media such as movies, blogs, and even video games in our personal and public lives. This course will explore why some people view new media with a sense of doom, while others enthusiastically embrace and exploit it.

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 Nazi Germany, horror movies, and our very selves 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?

Monsters Among Us - When does a person become a monster? This course investigates the creation of monsters in our daily lives in fiction, news coverage, film, and our own minds. First, we will investigate the way monsters have changed from the nineteenth century to our times. Then, we will study the media coverage of notorious real-life murderers and watch Lost Boys and Nightmare on Elm Street. In these units, we will seek to answer the question: What do monsters reveal about the times in which we live? Finally, we will ask what the potential monster inside each of us can tell us about how we must live in the world.

Music, Sound, and Noise - This course examines political and social struggles over music and the sonic environment. Students will be asked to tune into the music, sounds, and noises of their daily lives, and to write about how their experience is shaped by the "soundscape" in ways that often go unnoticed. Assisting us in this effort will be the anthropologists, historians, and sociologists who have written about music from its folk origins through classical and contemporary "pop" and "alternative" genres. Why do people identify so strongly with their musical tastes-and react so strongly to music they dislike? How has music informed social movements and regimes of oppression? Who owns the soundscape, and how should we negotiate disputes over public "noise"?

“Keepin’ It Real”: The Language of Authenticity in Art and Life - “I have chosen subjects from common life, and endeavored to bring my language near to the real language of men.” Here the poet William Wordsworth describes his artistic goal, an ambition that proved immensely influential in shaping literary values we hold today. Now, move forward two hundred years: “What is keeping it real? That term is so lost. It’s a forgotten term. You know what keeping it real is?” asks the rapper Ja Rule. These two quotations bookend a long history, from which this course will examine a series of episodes. We will look at creative works that exemplify the problem of authentic language, and analytical works that use the lenses of race, class, gender and national identity to see “real language” as a tricky, historically shifty category. Our central questions will be: is “real” language drawn from life; is it perfected in art; are there true sources of authentic speech?

Legacies of the ’60s - In the 1960s, a great storm of social change swept across America, giving rise to a host of new social movements—including civil rights, women’s liberation, and homosexual liberation—that continue to shape American politics and society today. This course will trace the legacies of the ’60s up to the present. Our primary focus will be on the key statements of the period — Martin Luther King Jr.’s “Letter from Birmingham City Jail,” Betty Friedan’s The Feminine Mystique, and Abbie Hoffman’s Woodstock Nation, for example. In the final part of the course we will situate the American ’60s within an international context and consider the evolution since the late 1990s of the “antiglobalization” and “alter-globalization” movements. Which legacies of the ’60s are now worth reviving and which should be left behind?

The Writing Life - According to Virginia Woolf, “You cannot find peace by avoiding life.” Yet the misconception persists that writers
must somehow withdraw from life to write. Life rarely offers such an option. This course will be a study in the lives of several authors, with attention paid to the struggles they faced, the peace they found or failed to find, and their reflections on the literary life. Drawing from such texts as autobiographies, letters, essays, travel narratives, poems, stories, interviews, blogs, and films, we will trace the life journeys of several poets, fiction writers, and memoirists. We will also reflect on the ways the writing life has evolved over time, and learn what we can from exploring our own lives as writers.

Political Satire - According to the columnist Molly Ivins, “Satire is traditionally the weapon of the powerless against the powerful.” Writers, cartoonists, and filmmakers often employ satire when they intend to provoke or prevent change by ridiculing the powers that be. And occasionally those powers strike back. In this course we will examine the traditional and contemporary roles of satire in cultural and political discourse. Has satire proven an effective weapon? Can satire change the hearts and minds of its audiences? Where do we draw the lines between funny and offensive, between satire and irony, between satire and reality? Should certain topics be “out of bounds” for satirists?

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.

Beyond the Page: Collaboration and Multimedia Writing - In order to be successful in college and beyond, students need the ability to communicate clearly, to collaborate with others, and to use multimedia technology. Students in this course will work in groups to create presentations, websites, and podcasts on topics chosen by the students themselves. Along the way, we’ll develop collaboration techniques and learn how use visual, aural, and textual elements to communicate complex information clearly to different kinds of audiences. This course will help you develop the writing, composition, and communication skills you’ll need for upper-division coursework and the professional world.

What Is Work? - You know what work is—if you’re old enough to read this you know what work is, although you may not do it. —Philip Levine, “What Work Is”
In this course on work, we will look at the history of labor from serfdom and slavery to sweatshops and sex trafficking. We will discuss the historical significance of worker revolutions, labor movements, unionization, immigrant labor in the US, and the relationship between labor and social class. Finally, we’ll investigate such controversies involving gender and work as the “glass ceiling,” the Triangle Shirtwaist Factory Fire, and prostitution. We will attempt to bridge the ever widening gap between people who say “Don’t Talk To Me About Work” and those who lament that “A Workin’ Man Can’t Get Nowhere Today.” Course texts may include: excerpts from Marx’s Capital, Marcuse’s One Dimensional Man, Sinclair’s The Jungle, Melville’s Bartleby the Scrivener; essays such as Mainairi’s “The Politics of Housework” and Ruben’s “The Traffic in Women”; and film clips from Modern Times, Norma Rae, Silkwood, Roger and Me, Clerks, Office Space, episodes of Dirty Jobs, and PBS’s American Series documentary about the building of Hoover Dam.

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 30 ACT or 1330 SAT.

Honors students benefit from small classes taught by excellent faculty, special advising on thesis projects, undergraduate research and internship opportunities, and special programs such as Honors at Oxford, Medical Humanities Scholars Program and Reading Groups.

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 http://www.ou.edu/honors/ouscholars/freshman-scholarships.html. 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 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, the humanities, creative writing, social sciences, life and natural sciences, engineering, and business. Students may compete for several cash awards.

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.

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 Research and Performance Day. Doctoral Study Grant awards, which are sponsored by the Oklahoma State Regents for Higher Education, Robberson Travel and Research Grants and federally sponsored fellowship awards also are available for students in many graduate program areas.

Additional programs, like the Eddie Carol Smith Scholarship and the T.H. Lee Williams Travel Scholarship, seek to reward and encourage scholars conducting and presenting original scholarship at the highest levels.

For more 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 or visit the Graduate College website, http://www.ou.edu/gradweb.

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 technology allowance, 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 email at natlscholars@ou.edu, or visit the National Scholars Programs website at nationalmerit.ou.edu.

Oklahoma Scholar-Leadership Enrichment Program
The University of Oklahoma is home to Oklahoma’s premier interdisciplinary honors seminars. Each year OSLEP brings the best students from all of our colleges and universities into a unique learning environment with distinguished scholars. 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 seminars are approved for general education credit, all may be taken for Honors College credit and to fulfill the capstone requirement in the College of Arts & Sciences.

Scholars from many fields meet with small seminar groups — no more than 20 students — in intensive study and discussion. 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 water policy. 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; email oslep@oslep.org.

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. More information regarding the university's participation in the Academic Common Market can be found at https://www.ou.edu/content/admissions/tuition_aid/academic_common_market.html.

Oak Ridge Associated Universities (ORAU)
Since 1949, students and faculty of the University of Oklahoma have benefitted 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 [http://orise.orau.gov/](http://orise.orau.gov/), 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 Councilor for the University of Oklahoma at (405) 325-3253; contact Monnie E. Champion, ORAU corporate secretary, at (865)376-3306; or visit the ORAU Home Page at [http://www.orau.org/](http://www.orau.org/).

### 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, Marshall Scholarships, Goldwater Scholarships, Truman Scholarships, Gates Cambridge Scholarships, Rotary Scholarships, and other prestigious awards. For more information, contact the Honors College, 1300 Asp Ave., (405) 325-5291.

### Combined Curriculum

#### Combined Curriculum

- Dentistry
- Medicine
- Osteopathic Medicine
- Veterinary Medicine
- Law

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 law, 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, College of Dentistry, or College of Law:**

1. Complete at least 98 semester credit hours before entering the College of Medicine, College of Dentistry, or College of Law.
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, College of Dentistry, or College of Law in residence at the University of Oklahoma.
5. Complete all other degree requirements of the College including the University’s general education requirements, the College requirements, and all the major and major support requirements of a regular degree program.
6. Successfully complete the work of the first year in the College of Medicine, Dentistry, or Law.

**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.
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://libraries.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 Bizzell Memorial Library and separate branch libraries for architecture, 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 Robert M. Bird Health Sciences Library at the OU Health Sciences Center (http://library.ouhscc.edu/) supports teaching and research in medicine, nursing, dentistry, pharmacy and health-related disciplines. The Schusterman Library at OU-Tulsa 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 5 million volumes and 63,000 print and electronic serials. Many online resources are also available including more than 300 databases and more than 650,000 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 more than 70 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 (105 Gould Hall), (405) 325-5521
- 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 Web site and Catalog (http://libraries.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://libraries.ou.edu, available 24 hours a day, 7 days a week. The library catalog and web site 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 on the library website. 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.

Ask Us Reference Services - Reference and information service is available in all library facilities, in person, by telephone, by e-mail, and through instant message. 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 via email 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://libraries.ou.edu/help/tutorials/ to help students learn how to evaluate and understand scholarly information, search 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.

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, see 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/

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 23,000 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 Survey
111 E. Chesapeake St., Norman, OK 73019-5111
Phone: (405) 325-7211
Internet: 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.

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/carlabcenter

The Carl Albert Congressional Research and Studies Center has as its mission advancing scholarship, learning, and service to strengthen representative democracy. The Center reports directly to the Senior Vice President and Provost.

The Congressional Archives at the Carl Albert Center contain the papers of the late Carl Albert, 46th Speaker of the U.S. House of Representatives, as well as the papers of over 50 other members of Congress and some congressional staff, scholars, and journalists. The archives serve researchers on the OU campus and throughout the world. Numerous exhibits on Congress and Oklahoma, featuring materials from the archives, have traveled to public.
libraries and schools throughout the state. Most of those exhibits can be viewed on the Center's website.

In cooperation with the Department of Political Science, the Center sponsors a unique four-year graduate fellowship program leading to a doctoral degree in political science with special emphasis on Congress and representative government. 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.

Twice each year the Carl Albert Center publishes the journal Extensions as a forum for discussion of representative government. Extensions is also available in electronic format on the Center's website.

As a participating partner in the National Education for Women's (N.E.W.) Leadership Development Network, the Carl Albert Center sponsors an annual 5-day 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 Scholars and Community Scholars programs, which are intensive academic internship experiences at either the State Capitol or in the local government and non-profit community.

Students and others who are interested in learning more about these various opportunities may contact the Carl Albert Center through the website: http://www.ou.edu/carlarbertcenter.

Center for the Creation of Economic Wealth
Three Partners Place
201 David L. Boren Blvd, Suite 200 Norman, OK 73072-7264
Phone: (405) 325-2603
Internet: http://ccew.ou.edu

Formed in 2006, the Center for the Creation of Economic Wealth provides an interdisciplinary environment for researchers, entrepreneurs and students to collaborate in growing, strengthening and diversifying Oklahoma’s economy through the nurturing of technology-based enterprises. The Center is a collaborative space that contributes to the entrepreneurial ecosystem of Oklahoma with numerous college-supported programs that encourage innovation in the University and the broader Oklahoma business community, with locations in both Norman and Tulsa.

Administered by the University Vice President for Strategic Planning and Technology Development, the CCEW internship program offers student interns exposure to a variety of authentic business situations and distinguished executives. Additionally, CCEW interns engage in career development opportunities designed to propel their careers following graduation. The internship program has opportunities in technology commercialization, software development, social entrepreneurship, and product design and development.

Oklahoma Climatological Survey
120 David L. Boren Blvd., Suite 2900 Norman, OK 73072-7305
Phone: (405) 325-2541
Internet: http://www.ecs.ou.edu/

The Oklahoma Climatological Survey (OCS) provides climatological services to the citizens 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 Norman Research Campus.

Oklahoma Geological Survey
100 East 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

Since 1928 the University of Oklahoma Press has published award-winning books that challenge readers to discover the past, contemplate the present, and shape the future. Committed to excellence, the Press publishes high-quality scholarly, regional, and general-interest books that offer readers valuable information, ideas, analysis, and research. During its long and distinguished history, OU Press has published more than 3,000 discrete titles, of which 1,600 remain in print.

The OU Press publishes books in the humanities and social sciences and is the preeminent publisher of books on the American West and American Indians. In 2006 the Arthur H. Clark Company (www ahclark.com), distinguished publisher of more than 650 books on history of the American West, became an OU Press imprint.

More than 1,500 University of Oklahoma Press titles are now available to libraries as electronic books (ebooks) through EBSCO host and ebrary, a division of ProQuest. Many OU Press books are also available through Kindle, Nook, and Kobo ereaders and can also be read on personal computers, smart phones, iPads, and android tablets through a host of applications. The Press is committed to making its books available globally in the reader’s choice of format.
The University of Oklahoma 2014-16 General Catalog

- The Press was established in 1928 by William Bennett Bizzell, fifth president of the University of Oklahoma.
- Joseph A. Brandt — 1921 graduate of OU, Rhodes Scholar, and Tulsa Tribune city editor — served as the first director.
- The first publication, a pamphlet by Duane Roller, Sr., entitled Terminology of Physical Science, appeared in January 1930.
- The Press's oldest active title (1937) is Carbine and Lance: The Story of Old Fort Sill, by Wilbur Sturtevant Nye; its best seller is A Lady's Life in the Rocky Mountains, by Isabella Lucy Bird.
- During its history, the Press and its books have received hundreds of prestigious awards.
- The Press publishes approximately eighty titles per year, maintains 18 active book series and processes about 2,300 orders per month.
- The Press employs 30 full-time staff members, six part-time students, and two interns.

Variorum Chaucer

401 W. Brooks St., Norman, OK 73019
Phone: (405) 325-6702
Internet: http://www.ou.edu/variorum/

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.

World Literature Today

630 Parrington Oval, Suite 110 Norman, OK 73019-4033
Phone: (405) 325-4531
Internet: http://www.ou.edu/worldlit/

World Literature Today, founded in 1927 as Books Abroad, is the University of Oklahoma’s award-winning bimonthly magazine of international literature and culture, now in its 83rd year of continuous publication. The magazine has been recognized by the Nobel Prize committee as one of the “best edited and most informative literary publications” in the world, and was recently called “an excellent source of writings from around the globe by authors who write as if their lives depend on it” (Utne Reader, 2005). WLT has received a dozen national publishing awards in the past ten years, including the Phoenix Award for Editorial Achievement from the Council of Editors of Learned Journals in 2002.

Neustadt International Prize for Literature

The Neustadt International Prize for Literature, sponsored by 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 (26 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 20 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 García Márquez, Elizabeth Bishop, Ceslaw Milosz, Octavio Paz, Adam Zagajewski, Claribel Alegría, and Patricia Grace.

The Puterbaugh Conferences

The Puterbaugh Conferences on World Literature are sponsored by World Literature Today in collaboration with the University of Oklahoma’s Departments of Modern Languages, Literatures and Linguistics and 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. A rich tradition in support of literary and international studies at OU, the Puterbaugh Conferences bring the world’s greatest authors to the OU campus for a course built around the writer’s work, an international symposium, a public talk, and various meetings with students. Since 1968, the Puterbaugh Conference series has furthered the literary and international studies education of thousands of OU students. The most recent Puterbaugh fellows have included Bei Dao, Orhan Pamuk, Nélida Piñon, and J.M. Coetzee.

NSK Neustadt Prize for Children’s Literature

The NSK Neustadt Prize for Children’s Literature is a new WLT award made possible through the generosity of Nancy Barcelo, Susan Neustadt Schwartz, and Kathy Neustadt. Awarded every other year to a living writer with significant achievement, the NSK Prize is intended to enhance the quality of children’s literature by promoting writing that contributes to the quality of their lives. Laureates receive a check for $25,000, a silver medallion, and a certificate at a public ceremony at the University of Oklahoma. To date, the winners have included Mildred D. Taylor (2003), Brian Doyle (2005), Katherine Paterson (2007), and Vera B. Williams (2009).
Museums and Collections

For many years the university has received gifts of artistic and scientific value from alumni, collectors and friends of the university. As a result, the Fred Jones Jr. Museum of Art, the Sam Noble Oklahoma Museum of Natural History, and the Charles M. Russell Center for Study of Art of the American West possess many valuable collections.

The Fred Jones Jr. Museum of Art

555 Elm Ave., Norman, OK 73019
Phone: (405) 325-4938
Internet: http://www.ou.edu/fjjma/

Located at the intersection of Boyd Street and Elm Avenue, the University of Oklahoma's Fred Jones Jr. Museum of Art is one of the finest university art museums in the United States.

In 1936, with the generous gift of Lew Wentz and Gordon Matzene's large collection of East Asian art, Oscar Jacobson (1882-1966) was named director of the university's new art museum. Jacobson's vision for a museum building came to fruition in 1971, when Mr. and Mrs. Fred Jones of Oklahoma City donated a fine arts building to the University in memory of their son, Fred Jones, Jr.

Over the years, the museum's permanent collection has grown exponentially through the generosity of donors such as Max Weitzenhoffer and Jerome M. Westheimer Sr. In 1996, with an initial gift of $1 million from Mrs. Fred Jones, OU President and Mrs. David L. Boren spearheaded the successful fundraising campaign to acquire the important collection of the late Richard H. and Adeline J. Fleischaker, which is composed primarily of Native American and Southwestern art. This acquisition generated the gifts of collections from Priscilla C. and Joseph Tate, as well as William H. Thams, in memory of his wife, Roxanne Thams.

2000 was a watershed year in the development of the FJJMA's collections, with the gift of the Weitzenhoffer Collection of French Impressionism. In 2005 the museum opened a new addition, designed by acclaimed architect Hugh Newell Jacobsen of Washington, D.C., and named in honor of Mary and Howard Lester of San Francisco.

In 2007, the Fred Jones Jr. Museum of Art and the Philbrook Museum of Art in Tulsa were named joint stewards of the Eugene B. Adkins Collection. To properly display OU’s portion of the approximately 3,300-object collection, the University built a new level above the original museum structure and opened the Stuart Wing in 2011. Named after OU Regent Jon R. Stuart and his wife, Dee Dee, and designed by acclaimed architect Rand Elliott, the addition provides 8,300-square-foot for the Adkins Gallery and a new 4,500-square-foot photography and works on paper gallery. The museum now totals approximately 40,000 square feet of exhibition space.

The renovated space also houses selections from the James T. Bialac Native American Art Collection. In spring 2010, Arizona-based James T. Bialac decided to give his private collection to OU because of the university’s commitment to excellence in education. The multimillion-dollar collection of more than 4,000 works represents indigenous cultures across North America, especially the Pueblos of the Southwest, the Navajo, the Hopi, many of the tribes of the Northern and Southern Plains and the Southeastern tribes.

Strengths of the museum’s nearly 16,000-object permanent collection are French Impressionism, 20th century American painting and sculpture, traditional and contemporary Native American art, art of the Southwest, ceramics, photography, contemporary art, Asian art and graphics from the 16th century to the present. The museum’s extraordinary collection includes major works by some of the most beloved artists of all time, such as Vincent van Gogh, Edgar Degas, Pierre Renoir, Claude Monet, Paul Gauguin, Edward Hopper, Georgia O'Keeffe, Ansel Adams, Allan House, Nicolai Fechin, Leon Gaspard and others. Temporary exhibitions are mounted throughout the year that explore the art of various periods and cultures.

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.

Lectures, videos, and films complement the permanent collection and special exhibitions. Programs such as Art “à la Carte,” Family Days, Art Adventures, Tuesday Noon Concerts, and Art After Noon utilize the museum’s galleries, classroom, and auditorium and make the arts accessible to tens of thousands of visitors throughout the year. Tours are offered to all ages.

In November 2012, the University of Oklahoma announced a new annual $60,000 gift from the OU Athletics Department that now provides free admission for all visitors to the Fred Jones Jr. Museum of Art in perpetuity. This unique collaboration between athletics and art is one of the first in the United States creating free admission for a university art museum through a university athletics program.

The museum’s website is www.ou.edu/fjjma.
Sam Noble Oklahoma Museum of Natural History

2401 Chautauqua Ave., Norman, OK 73072-7029
Phone: (405) 325-4712
Internet: http://www.snomnh.ou.edu

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, life and social sciences, including more than seven 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. The 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 Saurophaganax 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** and the **Dorothy C. Higginbotham Special Exhibitions Gallery** are spaces for special exhibitions both from the museum’s own collections and from other museums around the world. Check the museum’s website 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. Monday through Saturday and 1 to 5 p.m. on Sunday. It is closed Thanksgiving, Christmas and New Year’s Day. Admission is $5 for adults, $4 for seniors and OU 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 (mailing)
409 West Boyd, Norman, OK 73069 (physical)
Phone: (405) 325-5939
Email: russellcenter@ou.edu
Internet: http://art.ou.edu/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 fall 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 national symposia and lectures, resource center, course offerings, book series, and related outreach programs, the Russell Center actively engages students and the public in developing a better understanding of, and appreciation for, 19th through 21st century Euro-American and Native American artistic traditions. Special focus is given to the art of Charles M. Russell and his contemporaries.

The Russell Center was established at the University of Oklahoma concurrently with an endowed professorship in art history, the Charles Marion Russell Memorial Chair. 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.

The Russell Center, as an integral part of the OU School of Art and Art History and the OU Weitzenhoffer Family College of Fine Arts, 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 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, both as subjects of art and creative forces. During much of America’s history, the West was also a myth, a dream, an inspiration, a collection of individual experiences, a process of westering and a destination. For Native Americans, however, the West was something spiritual as well as corporeal, a sacred domain as well as a common home. The center’s collections and programs reflect these diverse themes.

The Russell Center works in concert with the University of Oklahoma Press, the Western History Collections, the Fred Jones Jr. Museum of Art, Sam Noble Oklahoma Museum of Natural History, College of Liberal Studies, and the departments of History, Native American Studies, and Film and Video Studies. The center also actively interacts with universities and museums across the United States and Canada, to produce programs and publications related to the art and material culture of the American West.

Visitors to the Charles M. Russell Center have access to an ever-growing collection of scholarly resources on art of the American West and Native American art. The center houses books, periodicals and newsletters, video and audio media, dissertations and theses, and archival materials. Additionally, the center owns a few original artworks by historic and contemporary western artists and more than 100 early prints of paintings by Charles M. Russell.

Regular courses on art and photography of the American West are offered by the Charles Marion Russell Memorial Chair, through the School of Art and Art History, in support of graduate programs (MA, PhD) in art history, related to art of the American West and Native American art.
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**Degree requirement checksheet** - Degree program requirements are revised and published annually.

**Degree program inventory** - The OU Office of Institutional Research and Reporting maintains the degree program inventory which includes all current programs and programs deleted since 1993.
Enrollment and Student Financial Services

Administrative Staff

Matthew W. Hamilton, Vice President for Enrollment and Student Financial Services and Registrar
Bradley T. Burnett, Associate Vice President for Enrollment and Student Financial Services
Breck Turckington, Associate Registrar and Director of Enrollment Services and Academic Records
Jeff Blahnik, Executive Director of Admissions and Recruitment
Daniel Hamrin, Director of Admissions Operations
Kathleen Schmidt, Bursar
Caryn Pacheco, Director, Financial Aid Services
Lisa Cannon, Coordinator of Curricular Changes and Academic Publications
Jean Ware, Manager of Administration
Sharon D. Winslow, Assistant to the Vice President and Registrar

Located in Buchanan Hall and Jacobson Hall, Enrollment and Student Financial Services is the gateway to the University of Oklahoma. Working together to serve students throughout the education experience at OU, the following administrative areas and offices combine to form Enrollment and Student Financial Services: Academic Publications, Academic Records, Admissions & Recruitment, Office of the Bursar, Enrollment Services (Classroom Management, Degree Audit Services, Registration, Veteran Student Services), and Financial Aid Services.

Admissions & Recruitment

Jeff Blahnik, Executive Director of Admissions & Recruitment

Office of Admissions & Recruitment
550 Parrington Oval, Room L-1
Norman, OK 73019
Phone: (405) 325-2151 or 1-800-234-6868
email: admissions@ou.edu
Internet: http://www.ou.edu/admissions.html

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 Admissions & Recruitment assists 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.

Inquiries about undergraduate admission should be directed to:
Admissions & Recruitment
The University of Oklahoma
550 Parrington Oval, Room L-1
Norman, OK 73019-3032
(405) 325-2151 or 1-800-234-6868
email: admissions@ou.edu

The Office of Oklahoma Recruitment-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.

Admissions & Recruitment-Tulsa
The University of Oklahoma
4502 East 41st St.
Tulsa, OK 74135
(918) 660-3800
FAX: (918) 660-3804
email: admissions@ou.edu

National Recruitment

In California:
(858) 230-4070
baker@ou.edu

In Colorado:
(720) 308-0706
carissa@ou.edu

In Kansas/Missouri:
(816) 741-2244
csmeal@ou.edu

In North Texas:
(972) 444-9218
(888) 298-0890
admissions@ou.edu

In South Texas:
(281) 746-2064
(713) 869-1637
admissions@ou.edu
The National Recruitment team assists prospective undergraduate students and their families with matriculation to the University by providing information on current admission requirements, financial aid, scholarship opportunities, housing and student life. This team coordinates high school visits, attends college fairs and hosts prospective student events across the country. There are representatives residing in California (San Diego area), Colorado (Denver area), Kansas/Missouri (Kansas City area), Illinois (Chicago area), North Texas (Dallas/Ft. Worth area), and South Texas (Houston Area). The National Recruitment Team is a service-oriented, primary contact for first-time entering non-resident students. Inquiries concerning undergraduate admission, including requests for informational brochures for students in the aforementioned areas should be directed to the respective offices.

Diversity Enrichment Programs
550 Parrington Oval, Room 201
Norman, OK 73019-3032
(405) 325-5742 or 1-800-234-6868
Fax (405) 325-7478
email: dep@ou.edu
Internet: http://www.ou.edu/admissions/contact/dep.html

Diversity Enrichment Programs (DEP) strives to identify, recruit and guide prospective undergraduate minority students, who meet or exceed admission requirements, through the admission process. In addition to providing information on admission requirements, financial aid, scholarship opportunities and housing, Diversity Enrichment Programs works closely with a network of campus and community partners such as OU Student Life and Project Threshold to provide prospective students with unique views of campus through the eyes of current students and programming opportunities for cultural engagement and discovery.

National Scholars Programs
550 Parrington Oval, Room 104
Norman, OK 73019-3034
(405) 325-1290 or toll-free 1-877-506-7353
email: natlscholars@ou.edu
Internet: http://www.ou.edu/admissions/nationalmerit.html

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.

Academic credentials and inquiries related to applications already in process should be directed to:
The Office of Admissions & Recruitment
The University of Oklahoma
1000 Asp Avenue room 127
Norman, OK 73019-4076
(405) 325-2151
email: admissions@ou.edu

Application Deadlines

FRESHMAN APPLICATION DEADLINES:
Undergraduate, U.S. citizens and permanent residents applying for freshman admission should submit applications as early as possible, but applications must be received by the Office of Admissions & Recruitment no later than:

- March 1 - summer session
- February 1 - fall semester
- November 1 - spring semester

See Freshman Admissions for more information.

International Students applying for freshman admission must observe the following deadlines:

- February 1 - summer session
- February 1 - fall semester
- November 1 - spring semester
- Credential deadlines
- March 15 - summer session
- May 31 - fall semester
- November 15 - spring semester

See International Undergraduate Admission for more information.

TRANSFER APPLICATION DEADLINES:
Undergraduate, U.S. citizens and permanent residents applying for transfer admission:

- April 1 - spring semester
- April 1 - fall semester
- November 1 - spring semester

See Transfer Admissions for more details.

International students applying for transfer admission:

- Application deadlines
  - February 1 - summer session
  - April 1 - fall semester
  - September 1 - spring semester
- Credential deadlines
  - March 1 - summer session
  - May 31 - fall semester
  - November 1 - spring semester

See International Undergraduate Admission for more information.

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 become the property of the University and will not be returned or released.

Application Fee

All applicants to the University of Oklahoma must pay a non-refundable application-processing fee. If you are applying online, you must pay online by credit card. If you are submitting a paper application, payment can be made by check, money order or credit card. 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. See the OU In-State/Out-of-State Tuition Policy for resident status information.

Questions concerning resident status should be directed to the Office of Admissions, (405) 325-2292.

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 insure 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 which are stated in English Proficiency section on the International Undergraduate Admission web page.

Admission of Freshmen

HOW TO APPLY
Apply online through the Common Application and submit the following credentials:

Official high school transcript reflecting at least six semesters of work completed, a grade point average computed on an unweighted 4.0 scale, and a rank in class

Official copies of your ACT and/or SAT scores

Letter of Recommendation

An official transcript from any collegiate institution you have attended as a concurrently enrolled student

Official copies of any AP or CLEP test scores

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 considered for admission to the University of Oklahoma, applicants:

Must have completed fewer than seven semester hours of college-level work after graduating from high school.

Must have graduated from an accredited or unaccredited high school.

Applicants who have received a General Education Development (GED) or are home-schooled will also be considered. Your high school class must have graduated by the time you plan to enter OU.

Applicants will be considered for admission using a holistic review and selection process which considers several factors that predict academic success (i.e. high school grade point average, high school course rigor, academic engagement, writing ability, leadership, and ACT/SAT scores). See requirements and other factors for admission decisions for more information.

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 Admissions & Recruitment, (405) 325-2151 or 1-800-234-6868, or visit the Admissions website.

Minimum High School Performance
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 of prep math (4 recommended): algebra I, algebra II, geometry, trigonometry, math analysis, calculus, or Advanced Placement statistics.
- **Laboratory Science** — three units (4 recommended): 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 two traditional laboratory science courses.
- **History and Citizenship Skills** — three units: One unit must be American history and two additional units selected from the subjects of history, economics, geography, government or non-Western culture.
- **Additional Subjects** — two units: from any of the subjects previously listed or computer science or foreign language. Two years of the same foreign language will satisfy the University's foreign language general education requirement. Any AP course not already used to satisfy the curricular units mentioned previously may be used to satisfy the two additional units except AP courses in Studio Art or International English.

Coursework in music, art, drama or speech is also recommended.

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 to the satisfaction of the entering institution in the curricular area the student desires to pursue. Prospective students should contact the Office of Admissions & Recruitment at (405) 325-2151 for further information.

CONCURRENT ENROLLMENT
Concurrent Enrollment at the University of Oklahoma is a program 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 Concurrent Enrollment 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. You must meet the requirements found on the Concurrent Enrollment website.

Interested students should apply online, and submit a completed Concurrent Enrollment 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 3 credit hours. Students may enroll in a maximum of 9 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 Concurrent Enrollment 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 remedial or college-level coursework in any of the subject areas in which a deficiency exists. A remedial or college-level remedial course must be the equivalent of high school Algebra II. Remedial mathematics course must be the equivalent of high school Algebra II. Remedial or college-level courses cannot be used to fulfill degree requirements.

Following high school graduation, Concurrent Enrollment students must apply for regular freshman admission to the University of Oklahoma or they may 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.

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.

CURRICULAR REQUIREMENTS FOR ADMISSION OF TRANSFER STUDENTS*

- 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—three 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 two traditional laboratory science courses.
- 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—two units: from any of the subjects previously listed, computer science, or foreign language.

* 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 Admissions & Recruitment at (405) 325-2151 or 1-800-234-6868, or visit the Transfer Admission Requirements web page.
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 & Recruitment 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
• To apply online, visit our Transfer Admissions web page.
• Submit an official final 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.
• Submit ACT or SAT scores if you have 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 & Recruitment 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 & Recruitment 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.

Transfer Equivalencies
To help in a student’s educational planning, the Office of Admissions & Recruitment has developed a searchable transfer course database. Courses that have an OU equivalent course number will transfer to the University and often can be applied toward a degree. In some cases, they may substitute for required courses; in others, they may transfer as elective credit. Please refer to the OU degree check sheet for major-specific requirements. How each course will apply toward an OU degree will be determined by the degree-recommending college within the University. Additionally, courses that carry fewer semester hours than their OU counterpart will generally substitute for the indicated OU courses, but students must make up the difference in credit hours before graduation.

TRANSFER DAYS
Transfer Days is a yearly event, normally held in early spring, which 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 Admissions & Recruitment (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:

• 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.
• 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.
• A minimum of 60 semester hours must be earned in a senior college for a baccalaureate degree.
• 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.
• 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.
• 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 and credential deadlines for the term for which they are applying for readmission.
• Grades for courses taken at foreign institutions are used in determining admissibility to the University. However, once a student is admitted, transfer grades are changed to neutral (S 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 and OU 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.

Other Applicants
UNDERGRADUATE VISITOR/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 Undergraduate Visitor/Special Student.

Undergraduate Visitor/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 this category of student. A person who is admitted as an Undergraduate Visitor/Special Student has no privileges beyond those which are available to all students. An Undergraduate Visitor/Special Student who wishes to enroll in a course with specific prerequisites must meet those prerequisites in the same manner as any other student.

Undergraduate Visitor/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 and are urged to apply for regular (degree-seeking) admission as soon as a decision to pursue a degree has been made.

If an Undergraduate Visitor/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 NON-DEGREE STUDENTS
Post-baccalaureate non-degree are students who hold at least a bachelor’s degree and wish to take undergraduate courses without pursuing a degree, including students who wish to take prerequisite courses for medical, dental, optometry, or veterinary school. Students who wish to take graduate level courses without pursuing a degree should apply as an Unclassified Graduate Student. Post-Baccalaureate Non-Degree students are not required to submit academic credentials to be admitted. Post-baccalaureate students may not enroll in any course that is limited to majors only, may not enroll in 5000 or 6000-level courses, and may not receive graduate credit for 3000 or 4000-level courses.

Graduate Admission
Admission to a graduate program at the University of Oklahoma is based on an evaluation of an applicant’s overall record, experience, personal qualifications and proposed area of study. Applicants who apply to for graduate study at OU are applying for admission to the Graduate College and the graduate program in their proposed area of study. Inquiries related to graduate admission should be directed to the Office of Graduate Admissions, University of Oklahoma, 731 Elm Avenue, Room 318, Norman, OK 73019-4075, (405) 325-6765; FAX (405) 325-5345; e-mail: gradadm@ou.edu.

Applications cannot be considered until all required materials have been submitted. Applications and supporting credentials are reviewed by the Office of Graduate Admissions, the graduate academic unit to which the applicant is seeking admission, and the Graduate College. 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.

The Office of Graduate 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. All admissions to the Graduate College require that the student hold a baccalaureate degree or equivalent from an accredited college or university. Undergraduate applicants in their final semester at accredited colleges and universities may apply for admission to the Graduate College.

If admitted, a 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.

### Application for Graduate Admission

Prospective graduate students should apply online.

#### Required Application Materials

1. Transcript from last degree-conferring college or university**
2. Transcripts for any graduate coursework
3. An application-processing fee must accompany the application of all students who seek admission or readmission to the University

**If you are admitted, you must submit official transcripts from all degree-granting institutions.

#### Academic Unit Requirements

Most graduate academic units or programs require that supplemental application materials, such as letters of recommendation, goal statements, etc., be submitted along with the application for admission. Students should consult with the graduate academic unit to which they are seeking admission to verify admission requirements and credentials needed. Although the Graduate College does not require the Graduate Record Examination (GRE) or any other standardized tests, many academic units do require the GRE or other standardized tests.

#### Deadlines

For graduate applicants within the United States, there are no formal admissions application deadlines.

International graduate applicants outside the United States are subject to application deadlines:

- Fall Semester – April 1
- Spring Semester – September 1
- Summer Session – February 1

Most graduate academic units do have application deadlines, which are earlier than the dates listed. All applicants are strongly encouraged to contact the academic units to which they are seeking admission for the information regarding application deadlines.

Application deadlines can change between publications of this catalog. For the most current information on deadlines, go to Graduate Programs & Deadlines.

### Graduate Assistantships

Most graduate academic units employ graduate students on a part-time basis. Graduate assistantships are awarded and governed by individual academic units and appointing departments. Prospective students should contact the academic unit to which they are seeking admission to obtain information about, and applications for, graduate assistantships.

#### 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 apply online no later than the final semester of their senior year. Graduate Academic Unit application deadlines apply to graduating seniors. University of Oklahoma graduate seniors are not required to submit transcripts with their graduate applications since these applicants are current students at the University.

If admitted, the graduating senior must inform the Graduate College if he/she fails to complete any requirements for his/her baccalaureate degree. These degree requirements must be completed by the term of the student’s admission to the Graduate College. If they are not completed in the proper time frame, the graduate admission will be cancelled and the student must reapply to the Graduate College and graduate academic program to which he/she was previously admitted.

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 who are currently admitted and in good standing in graduate degree programs at other accredited institutions are welcome to take courses at the University of Oklahoma as a Graduate 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 a Graduate 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 Graduate Visitor, a prospective graduate student must submit the following information to the Office of Admissions:

- A completed application form and application-processing fee (apply online).
- A letter of good standing from the dean of the Graduate College of the student’s home institution.

#### READMISSION TO THE GRADUATE COLLEGE

Graduate students must file an application for readmission if it has been more than one year 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.
Concerning graduate admission, policies and programs.

Consult the OU Graduate College for further information.

The neutral grade of satisfactory (S) will be assigned to all types of courses dropped after the defined free drop period. Refunds will not be made for fee assessment, provided the course is dropped within the specified free drop period for the term. Should a student fail a prior learning assessment examination, no grade will be recorded. In addition, a student may not receive credit for a repeat of an exam previously failed. Students should consult the OU Admissions or the Center for Independent and Distance Learning to discuss other test options.

The regulations governing prior learning assessment credit mentioned above apply to all of the OU prior learning assessment options available.

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.

Prior Learning Assessment credit may be earned through a variety of test options which include:

- **University of Oklahoma departmental prior learning assessment examinations.**
  The University of Oklahoma offers a number of departmental prior learning assessment 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 Center for Independent and Distance Learning (CIDL). For those examinations, students should pick up the application forms at 1600 S. Jenkins, Room 101, Norman, OK 73072-6507, phone (405) 325-1921. Other examinations are administered by the various departments. 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 CIDL at the Office of Admissions, 1000 Asp Avenue, Room 127, Norman, OK 73019-4076, phone (405) 325-2252.

- **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 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 certain CLEP subject examinations. The University does not award credit for what were formerly the CLEP general examinations. Inquiries about OU’s testing center should be addressed to the Center for Independent and Distance Learning, 1600 S. Jenkins, Room 101, Norman, OK 73072-6507, phone (405) 325-1921.

- **Excelsior College Examinations**
  The University of Oklahoma offers credit for a few Excelsior College Examinations.

- **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.

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 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 Prior Learning Assessment/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 Prior Learning Assessment Credits.

A student enrolled in and attending a course may earn credit in that course by prior learning assessment examination up to the end of the second week of class in a regular semester or the first week of a summer session. 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 specified free drop period for the term. Refunds will not be made for courses dropped after the defined free drop period.

The amount of prior learning assessment credit that may be applied toward a degree is subject to OU graduation requirements and the degree-recommending college in which a student will earn a degree. The dean of the degree-recommending college will determine how this credit applies toward a degree.

The neutral grade of satisfactory (S) will be assigned to all types of prior learning assessment credit authorized by the Oklahoma State Regents for Higher Education.
The grade of S (satisfactory) is assigned to all credit awarded for military training. Students who wish to establish credit for educational experiences in the military should submit the following military records to the Office of Admissions for review.

**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-requiring 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 who wish to establish credit for educational experiences in the military should submit the following military records to the Office of Admissions for review.

- **Army, Navy, Coast Guard and Marine Corps:** Submit an official Joint Services Transcript. To request a Joint Services Transcript be sent electronically to the University, visit jointservicetranscript.com.
- **Air Force personnel and veterans:** 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, (334) 953-2794 (DSN 493-2794). You may also visit au.af.mil/au/ccaf. Air University transcripts may be obtained by writing to the Registrar's Office, 50 South Turner Blvd., Maxwell AFB-Gunter Annex AL 36118-5643.
- **DANTES/USAFI:** 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, 1974). Many tests taken under the auspices of DANTES or USAFI carry American Council on Education credit recommendations recognized by the University. Official DANTES transcripts can be ordered from Thomson Prometric, P.O. Box 6604, Princeton, NJ 08541-6604, (877) 471-9860 (toll free). A transcript of USAFI courses or tests completed prior to July 1, 1974 may be obtained from Thomson Prometric, P.O. Box 6605, Princeton, NJ 08541-6605. Visit getcollegecredit.com to learn more.
- **DANTES tests (DSSTs)** can also be taken by people who are not in the military. These tests are offered through the Center for Independent and Distance Learning, 1600 S. Jenkins, Room 101, Norman, OK 73072. Call (405) 325-1921 for questions.

** bothering exams should be submitted to the Office of Admissions & Recruitment, University of Oklahoma, 1000 Asp Avenue, Room 127, Norman, OK 73019-4076.**

**OTHER TYPES OF PRIOR LEARNING ASSESSMENT CREDIT**

Students may establish prior learning assessment credit at the University of Oklahoma by a variety of avenues other than examination.

- **DANTES**
- **Prometric**
- **Defense Activity for Non-Traditional Education Support (DANTES)**
- **Thomson Prometric**
- **other types of prior learning assessment**
- **Independent and Distance Learning**

Credit for Training Programs and Other Extra-institutional Learning

The University awards credit for educational experiences provided by certain business, industrial and governmental agencies. Credit is awarded on the basis of recommendations made by the American Council on Education in its publication “The National Guide to Educational Credit for Training Programs” and also by the publication “College Credit Recommendations: The Directory of the National Program on Non-collegiate Sponsored Instruction.” Students may present certificates of completion or a transcript from the ACE Registry of Credit Recommendations 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 & Recruitment, 1000 Asp Avenue, Room 127, Norman, OK 73019-4076, (405) 325-2151.

**TRANSFER OF ADVANCED STANDING CREDIT**

Prior learning assessment 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.

Prior learning assessment 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 submit an official transcript to the Office of Admissions of all work undertaken. Failure to do so may result in suspension or permanent dismissal from the University.

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**Office of the Bursar**

Kathleen Schmidt, Bursar
1000 Asp Ave., Room 105
Norman, OK 73019
Phone: (405) 325-3121
Fax: (405) 325-7665
Email: bursar@ou.edu
Internet: http://www.ou.edu/bursar.html

**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.

For current cost estimate information, see Cost to Attend the University of Oklahoma.
Tuition and Fees (SUBJECT TO CHANGE)
For the most up-to-date information concerning tuition and fees, visit the Office of the Bursar website.

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. See Tuition and Fees for details.

Graduation Fees
All students graduating from the University of Oklahoma must apply for graduation. This is an online process in ozone.ou.edu. Under the Home tab in oZONE, students can click on GRADUATION APPLICATION and it will take them to the graduation application.

Degree candidates should keep in mind the following deadlines for graduation applications:
- Fall graduates — October 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 ozone.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.

Refund Policy
(The Oklahoma State Regents refund policy with respect to fees and tuition is as follows):

Changes in schedules and complete withdrawals from the institution during the defined add/drop period (first 10 days of classes in fall and spring semesters) will result in full charges for courses added and full credit for courses dropped. No reduction of charges will be made after the add/drop period for the session except as stipulated for recipients of Title IV aid.

CHARGES FOR LOSS, DAMAGE, OR RENTALS
Students will be furnished the normal amount of consumable materials and supplies required in a laboratory course without charge other than the general fee. Additional charge will be made, on an individual basis, for breakage of laboratory equipment because of student negligence; for use of consumable materials and supplies in excess of the normal requirements of the course; for rental of band or orchestra instruments for individual use; and for use of laboratory equipment by students not enrolled in courses requiring use of such equipment.

Financial Aid Services
Caryn Pacheco, Director
1000 Asp Ave., Room 216
Norman, OK 73019-4078
Phone: (405) 325-4521
FAX: (405) 325-7608
Internet: http://www.ou.edu/financialaid.html

Financial Assistance and Costs
SCHOLARSHIPS
Students are encouraged to apply for scholarships to help meet the costs of attending The University of Oklahoma. Numerous scholarships are available to OU students based on academic merit, talent, athletics, financial need, etc. Students may conduct a personalized search of most OU scholarships at www.ou.edu/scholarships or check out the most recent online version of the comprehensive Guide to Financial Aid and Scholarships.

High school seniors apply for all general freshmen scholarships at OU by completing our online scholarship process which is now a section of the admission application. February 1 of the senior year is the deadline to apply for these scholarships by completing the admission/scholarship application. See Future Sooners Scholarships for general freshman scholarships covered by the admission/scholarship application. Some OU academic areas may have further requirements for scholarship selection (e.g., auditions for the School of Music, etc.).

Undergraduate transfer students will also find the transfer scholarship application as part of their admission application process. Annually March 1 is the deadline to apply for transfer scholarships by completing the admission/scholarship application. Transfer students may also be eligible for departmental scholarships. See Future Sooners Scholarships for general transfer scholarships covered by the admission/scholarship application.

Important note: 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.

FINANCIAL AID
Financial aid is any financial resource that a student receives to assist in meeting the cost of attending college. These resources include awards such as federal and state grants, loans, student employment, scholarships, etc. Students must apply for financial aid annually and demonstrate eligibility as determined by regulations established by the U.S. Department of Education. Financial Aid Services is responsible for the administration of the federal financial aid programs. Additional sources of funding may include tribal grants, vocational rehabilitation assistance, Reserve Officer Training, and funding from other outside agencies.

FINANCIAL AID PROGRAMS
Many financial aid programs are available at The University of Oklahoma. Use the Free Application for Federal Student Aid (FAFSA) online to apply for the following federal financial aid programs: Pell Grant, Supplemental Educational Opportunity Grant, Perkins Loan, Stafford Loans (subsidized and unsubsidized), and Federal Work-Study. The Federal PLUS Loan (Parent Loan) and
Graduate PLUS loans require a separate loan application in addition to the FAFSA. Additional financial aid programs (most requiring the FAFSA) include the Oklahoma Promise, Oklahoma Tuition Aid Grant, Sooner Promise, additional need-based scholarships, and several low-interest OU Institutional Loan programs. Please visit our **Financial Aid Services** and **OU Scholarships** websites for complete information on the financial aid and scholarship programs available at OU. Financial Aid programs are subject to change.

### 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. A wealth of information about financial aid, scholarships, and other 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. This PIN serves as your electronic signature for the FAFSA (Free Application for Federal Student Aid) and to access certain financial aid information online. Obtain a PIN for your parent if parental information is required on the FAFSA.
- **Next**, complete the **FAFSA on the web** at to apply for federal, state, and institutional aid. **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 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 the admission letter to OU. Financial aid applicants not yet admitted are notified via postal mail.
- The application is reviewed after submitting all requested information (processing times vary).
- Financial Aid Services sends an OU-FAN (Financial Aid Notification) to the students’ OU email listing the financial aid awards available.

### 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.

**Important Note:** 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.

### Other Resources

Students are encouraged to apply for outside scholarships, grants, fellowships and other types of financial assistance that can help pay for their college or general living expenses. Many opportunities are available that require an application from the student. Be careful about possible scholarship scams. If in doubt about the legitimacy of an organization that offers financial aid, scholarships, or college funding check the Federal Trade Commission Scholarship Scams website at

**ASK THE SOONERS**

Finding answers to financial aid and other related questions is easy using the “Ask the Sooners” knowledge-base. Hundreds of answers to your most frequently asked questions regarding financial aid, payment, and billing 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 e-mail to Financial Aid. Financial Aid Services is located at 1000 Asp Ave. Room 216, Norman, OK 73019-4078. Phone: (405) 325-4521; FAX: (405) 325-7608.

### FINANCIAL EDUCATION AND COUNSELING CENTER

The OU Financial Education and Counseling Center (also known on campus as “The FED”) 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 financialed@ou.edu.

### Cost of Attending OU

Using federal regulations, 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 food), transportation, and miscellaneous living expenses. The actual costs will vary depending on a student’s resident status, academic level, course load, housing and food options, personal needs, and spending habits.

For current cost estimate information, see **Cost to Attend the University of Oklahoma**.

Award amounts are subject to change. For more information about OU scholarships, visit [www.ou.edu/scholarships](http://www.ou.edu/scholarships). For financial aid information, visit [www.ou.edu/financialaid](http://www.ou.edu/financialaid).
Enrollment Services

Breck Turkington, Director
230 Buchanan Hall
Norman, OK 73019-4076
Phone: (405) 325-3572
FAX: (405) 325-7492
email: enroll@ou.edu
Internet: http://www.ou.edu/enrollment.html

Classroom Management

Classroom Management (233 Buchanan Hall) is responsible for the scheduling of general purpose classrooms, event room scheduling, pertinent information for the class schedule (such as allocation guidelines, schedule changes, course grading and course cancellation), forms and class roll information.

Degree Audit Services

Degree Audit Services (233 Buchanan Hall) is responsible for maintaining and updating the Degree Navigator (DN) software. DN is a web-based degree audit system and is intended to be used as a supplement to degree check sheets, the general catalog and academic advising. DN has the ability to allow the students to see degree requirements, course requirements and degree audits in multiple report formats. Degree Navigator allows students to shop their credits into any of the institution’s other major/minor programs.

Veteran Student Services

Veteran Student Services, 330 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.

Registration: Online Enrollment

Registration (230 Buchanan Hall) includes the university’s online enrollment process which is done through ozone.ou.edu. Students should refer to Enrollment website for specific dates, deadlines and procedures that apply to the registration process.

Generally, registration consists of advisement through the college office, enrollment in courses, and payment of tuition and fees. Advisement and enrollment should take place before classes begin; tuition can be paid following enrollment and must be paid by the date given in the University calendar included in the current Class Schedule.

In addition to the normal registration process, students enrolled at either the Norman Campus or the University of Oklahoma Health Sciences Center in Oklahoma City may cross-enroll in courses at the other campus. Students should check with the Registration Office of their home campus for more specific information on the cross-enrollment procedure.

CALENDAR

The University of Oklahoma offers courses in the fall semester (late August to mid-January), the spring semester (mid-January to mid-May), and the summer session (mid-May to late 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. Students wishing to enroll in a course as an auditor need to get an Audit add/drop form from OU Enrollment Services in Buchanan Hall 230, get instructor’s approval and then return the form to Enrollment Services.

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, and provided the instructor and appropriate dean grant approval. Students wishing to change enrollment from audit to credit need to get an add/drop form from OU Enrollment Services in Buchanan Hall 230, get the appropriate approvals and then return the form to Enrollment Services.

To change enrollment from credit to audit, students need to get a Change Enrollment from Credit to Audit form from the OU Enrollment Services office in Buchanan Hall 230, get appropriate approvals and then return the form to Enrollment Services.

- Undergraduate students: a change of enrollment from credit to audit may be made during the first two weeks of classes in a semester.
- Graduate students: a change of enrollment from credit to audit may be made during the first ten weeks of classes in a semester, provided the student is passing in the course at the time the change is processed and the student has received approval from the instructor. A change of enrollment processed during the first ten weeks of a semester requires a report of progress from the student’s instructor.

For summer sessions, students should refer to the Academic Calendar for specific deadlines for all summer blocks.

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.

A grade of W may be assigned to a student who has not performed according to the instructor’s requirements for an auditor in that class. Such W’s will be applied to the total of five drops allowed in a student’s academic career.

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 Pass/No Pass section of the Enrollment Policies web page.

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

NOTE: The regulations listed below apply to courses that meet the full semester. For summer session, please refer to the Academic Calendar for specific dates for all summer blocks. Courses that do not meet the full term will have different deadlines. Contact Enrollment Services, room 230 Buchanan Hall, enroll@ou.edu for more information.

Period I - Free Add and Drop

Students may add during the first week of classes for Fall or Spring without approval of instructor. Students may add during the second week of classes for the Fall or Spring semester with approval of instructors. Students may drop without additional charges or grading penalties any time up through the end of the second week of classes in Fall or Spring. No grades will be recorded for dropped courses.

Note on tuition charges for dropped courses: You will be required to pay tuition and fees for any course dropped after the second week of classes in Fall or Spring Semesters, even if you add another course at the same time.

Students can add and drop classes online through ozone.ou.edu during the first two weeks of fall and spring. Beginning with the third week, students must go to OU Enrollment Services in Buchanan Hall room 230 to add or drop classes. Online add/drop is not available.

Period II - Automatic grade of W

Undergraduate students: Third through tenth week of Fall and Spring. Students may add classes only by permission of the instructor of the course and the Dean of the student’s College. Courses dropped during this time will be recorded with a grade of W. (University College and Engineering require their students to obtain approval of the Dean to drop a course after the second week of classes.)

Graduate students: Third through sixth week of Fall and Spring. Students may add classes only by permission of the instructor of the course and the Graduate College Dean. Courses dropped during this time will be recorded with a grade of “W.”

Period III - Grade of W or F

Graduate students: Seventh through tenth week of Fall and Spring. The same restrictions on added courses apply as for Period II, above. For dropped courses, instructors may assign a grade of “W” or “F.”

Period IV - Petition College Dean

Eleventh week through end of classes in Fall and Spring. Permission of instructor and Dean is required for added classes. Students who wish to drop a course during this period must petition the Dean of the student’s College. (Instructor’s Signature and Grade of W or F is required.)

Undergraduate 5-W Limit

A student is allowed only five grades of W throughout the course of his/her undergraduate career at The University of Oklahoma. Once a student reaches this maximum number of W grades, he/she will not be allowed to drop any courses after the free add and drop period. After the five-drop limit has been reached, students with extreme, extenuating circumstances may apply for an exception to the limit on W grades through the Office of the Provost. Complete withdrawals do not count in this limit.
Complete Withdrawal/Cancellation of Enrollment

Many students become confused by the difference between “canceling” and “withdrawing” and how these affect tuition charges and grades. Cancellation is the term OU uses if a student drops all classes before classes begin. Canceling enrollment removes all tuition charges and all record of enrollment. No grades are recorded. Complete Withdrawal occurs if a student drops all classes after classes begin. If complete withdrawal occurs before the tuition obligation deadline, there are no tuition charges. If the student withdraws after the deadline, the student will be charged full tuition rates.*

*Federal regulations required the First Time Title IV Attendees (students receiving federally guaranteed financial aid for the first time at OU) will be charged on a different schedule if they withdraw from school after classes begin. Refund schedules for students in this category are available on request.

Cancellation of Enrollment

Students may cancel enrollment online through the Add or Drop Classes link on the Academics tab in ozone.ou.edu. They select a specific semester, and the cancellation only affects that particular semester. Students can also cancel enrollment in person in Enrollment Services, Room 230 Buchanan Hall. Cancelled students are not charged fees or tuition and there is no record or grade. After classes have begun, students must completely withdraw from enrollment according to the following instructions.

Complete Withdrawal from Enrollment

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 Enrollment Services, Buchanan Hall room 230. The student must follow this procedure to receive any refund of fees during specified refund periods.

- Undergraduate students withdrawing from all courses in the first ten weeks of classes (first five weeks of a summer session) receive the grade of W in each course of enrollment. Beginning with the eleventh week (sixth 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.

- Graduate 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.

Change of Address

A student may change their billing, mailing, parent, and permanent addresses and phone numbers online through ozone.ou.edu, or by completing the change of address form available at Enrollment Services, 230 Buchanan Hall.

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.

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.

Tuition and Fees

Tuition and 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. Fees may be paid online at ozone.ou.edu, in person at the Bursar's Office in Buchanan Hall or by mail. For the most up-to-date information concerning tuition and fees, visit the Office of the Bursar website.

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.

Students Called to Active Duty

Early in the semester:

If you are a main campus student, you need to contact either Jennifer Trimmer at 325-4308 or Debbie Blevins at 325-1084. They will need a copy of your orders as soon as possible. You can fax them to 325-7492. They will withdraw you from your classes and notify the Bursar and Financial Aid.

If you are a student in OU Outreach Advanced Programs, Liberal Studies, Independent Study or Academic Programs, you need to contact R. William Jacobs II, va@ou.edu. He will need a copy of your orders as soon as possible. You can fax them to 325-7273. They will withdraw you from your classes and notify the Bursar and Financial Aid.

Mid to late semester:

If time allows, visit with each of your instructors to discuss your options.
The faculty and staff have been instructed by the Provost office to assist you in the disposition of your coursework. This may include early completion of courses, withdrawal or receipt of grades of Incomplete. Whatever your decision, you must then notify Jennifer Trimmer so she can counsel you on how it will impact your Montgomery GI Bill.

When you know the semester in which you will return: We will do everything we can to get you back in classes as seamlessly as possible. You may go online to ozone.ou.edu at the appropriate time and enroll. If you have any stops, advising or otherwise, you may email Jennifer Trimmer at veterans@ou.edu and she will forward your email to the appropriate person.

Other Considerations
If you are living in University Housing, you need to submit a release application and a copy of your orders. You should be released from your contract with no penalty. For more information, contact Kari at 325-2511.

If you have a parking permit, send the permit to Parking and Transportation, 731 Elm Avenue, Robertson Hall, Norman OK 73019. Parking and Transportation will credit your Bursar account. The Bursar will issue a refund if there are no other outstanding charges to your account. If you have any questions about this, contact Anita at 325-3311.

If you purchased your textbooks at any of the Norman campus area bookstores, the stores will give you a refund as long as you can present a receipt.

If you have checked out materials from the University Libraries, be sure they get returned.

If you need to change your address, use the Update Addresses and Phones link in the Personal Information channel on the Home tab in ozone.ou.edu.

Academic Records

Breck Turkington, Director
330 Buchanan Hall
Norman, OK 73019-4076
Phone: (405) 325-4147
FAX: (405) 325-7947
email: admrec@ou.edu
Internet: www.ou.edu/recordsandtranscripts/home.html

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, but the credit hours are calculated into the cumulative grade point average.

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 course work 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 limit 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 be changed to the pre-determined permanent grade. If the professor does not turn in an Incomplete Contract, the student’s grade will be changed to an F after the allotted one-year time period. After a grade of I has been changed, a student may re-enroll in the course if appropriate or required. The foregoing time limitations concerning removal of an incomplete do not apply to graduate research and graduate problem courses.

Graduate College "I": With the approval of the instructor and Graduate College Dean, a graduate student may be granted up to a one-year extension for making up incomplete work. No petitions for extensions beyond one year will be considered. After the incomplete work is made up, the instructor shall promptly report the new grade to the Office of Academic Records so that it can be posted to the student’s transcript. In any case, the new grade must be posted to the student’s transcript within one year of the deadline for making up the incomplete work (including any extension, if granted). If the new grade has not been posted within this one-year time period, the student shall have one additional year in which to file an appeal with the Graduate Dean requesting that the proper grade be posted. If no such appeal is received by the Graduate Dean within this second year time period, the grade of "I" shall be changed to the pre-determined permanent grade.

All instructional faculty are required to use the university-wide Incomplete Contract (PDF) when assigning a grade of incomplete. This document protects both faculty and students by documenting circumstances that led to the assignment of an Incomplete grade.

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.

AU (Audit) Auditing is attending a class without participating in classwork or receiving credit. Enrollment as an auditor is indicated on the student’s permanent academic record and is subject to the same posting regulations governing credit enrollment.

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 grades must be submitted online 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 undergraduate 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.

Undergraduate students may repeat up to four courses or 18 hours (whichever comes first) in which the original grade was a ‘D’ or an ‘F’. Only the second grade will be 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 undergraduate 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; and
• 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 undergraduate 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 course work 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 to have their 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 a 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 case is deemed to be without merit or has already been satisfactorily resolved in the department, the case is deemed to be without merit or has already been satisfactorily resolved in the department, or 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 probation.

The retention grade point average is based on all work attempted, both transfer and OU, minus those courses repeated or reprinted 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 ozone.ou.edu.

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.

See Order Your OU Transcript for complete information about obtaining OU transcripts.

RELEASE OF STUDENT INFORMATION AND ACCESS TO STUDENT RECORDS

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. These rights include:

1. The right to inspect and review the student’s education records within 45 days of the day the University receives a request for access.

A student should submit to the registrar, dean, head of the academic department, or other appropriate official, a written request that identifies the record(s) the student wishes to inspect. The University official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by
the University official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

2. The right to request the amendment of the student’s education records that the student believes are inaccurate, misleading, or otherwise in violation of the student’s privacy rights under FERPA.

A student who wishes to ask the University to amend a record should write the University official responsible for the record, clearly identify the part of the record the student wants changed, and specify why it should be changed.

If the University decides not to amend the record as requested, the University will notify the student in writing of the decision and the student’s right to a hearing regarding the request for amendment. Additional information concerning the hearing procedures will be provided to the student when notified of the right to a hearing.

3. The right to provide written consent before the University discloses personally identifiable information other than "directory information" from the student’s education records, except to the extent that FERPA authorizes disclosure without consent.

Directory information, which may be disclosed without consent, includes: Student’s name, local and permanent addresses, e-mail address, telephone number, college, major, classification, current enrollment status, participation in recognized student activities and sports, dates of attendance, degrees and awards received and dates of receipt, posting of individual student’s grades and interim class evaluations by code number and anticipated date of graduation based on completed hours.

Withholding Directory Information
A student may elect to withhold directory information by filling out the Directory Information Hold Form (PDF) and submitting it to the Office of Academic Records, 1000 Asp Avenue, Buchanan Hall room 230. The hold will: block the student’s name, address and e-mail address from the OU Web site directory; prevent the release of attendance, withdrawal or graduation information, even after the student leaves the university (unless the student submits a written authorization to release it); and prevent the university from releasing contact information. For students who withhold directory information, University officials are prohibited from releasing any form of information without a written release from the student. The University requires this release before it will verify employment, enrollment or the status of students who make applications for employment, auto loans, good student discounts, apartment leases, etc.

Without a directory hold, any member of the public, including individuals, organizations and vendors, may obtain student directory information for purposes such as advertising and solicitation.

A student cannot place a hold on a portion of the information. A student can place a directory hold at any time. However, in order for information to be withheld from the printed directory, if a printed directory is produced, the directory hold must be on file by the end of the second week of the fall semester. This form is accessible from the "How To" link in the left column of OU’s Enrollment Services website.

The University discloses education records without a student’s prior written consent under the FERPA exception for disclosure to school officials with legitimate educational interests. A school official is a person employed by the University in an administrative, supervisory, academic or research, or support staff position (including law enforcement personnel and health staff); a person or company with whom the University has contracted as its agent to provide a service instead of using University employees or officials (such as an attorney, auditor, or collection agent); a person serving on the Board of Regents; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities for the University. Upon request, the University also discloses education records without consent to officials of another school in which a student seeks or intends to enroll.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the University to comply with the requirements of FERPA.

The name and address of the Office that administers FERPA is:
Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-5901

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.

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 ask 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.
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 income tax return.

Requests for specific grade or other academic information can be addressed to the Office of Academic Records, University of Oklahoma, 1000 Asp Avenue, Room 330, Norman, OK 73019-4076. Each request must include a copy of the top portion of the parent’s 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 Office of Academic Records with written consent of the student.

STUDENT RELEASE OF EDUCATION INFORMATION
Students may authorize the release of their education record information to a third party on either a one-time or an on-going basis. Authorizations for release of information on an on-going basis will remain valid for one year following the student’s last enrollment at the University of Oklahoma or until canceled in writing by the student at any time.

Questions concerning these policies or procedures should be directed to the Office of Academic Records, 325-4147, Buchanan Hall 330, 1000 Asp Avenue, Norman OK 73019-4076.

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. All undergraduate students must satisfy the general education requirements that are part of the degree program under which they will graduate, unless they have completed an Associate of Arts or Associate of Science degree at an institution in the Oklahoma State System of Higher Education. Transfer students who enter the University with an Associate of Arts or an Associate of Science degree 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. Requests for exceptions to this policy must be submitted by the student’s college and approved by the general education committee. The college advising coordinator must originate the request with a letter to the general education committee explaining and justifying the request, along with any supporting documentation.

3. 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 or at least 50 percent of the hours required by the institution in the major field 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.

4. 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 reprieved 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.

5. 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.

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

7. A student who is a candidate for a degree at the close of any semester or summer session must submit 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 submit a graduation application by October 1; those finishing in the spring, by March 1; and those in the summer, by July 1.

8. 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/.

9. 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 submits the additional Application for Graduation.

10. 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.

**Policies**

**Equal Opportunity Policy**

This University in compliance with all applicable federal and state laws and regulations does not discriminate on the basis of race, color, national origin, sex, gender, sexual orientation, genetic information, age, religion, disability, political beliefs, 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 Rights and Responsibilities Code includes rules that address the responsibilities and conduct required of all University of Oklahoma students, student groups, organizations, and University-approved or operated living units. The University’s Student Alcohol Policy explains the operation of the University’s “Three Strikes Policy,” both for individual students, as well as student organizations. The Student Rights and Responsibilities Code, Procedures, and Alcohol Policy area all accessible on the Internet at The Office of Student Conduct.

**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; 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 at Academic Misconduct Code (PDF).

**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.

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 discriminations based upon a disability may file them with the University's Equal Opportunity Officer in accordance with prevailing University discrimination grievance procedures.

**Sexual Misconduct, Discrimination, and Harassment Policy**

The University of Oklahoma explicitly condemns sexual violence, gender discrimination, and sexual harassment of students, staff and faculty. These behaviors are unlawful and may subject those who engage in it to University sanctions as well as civil and criminal penalties. Because 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 gender discrimination, sexual misconduct, and sexual harassment and to ensuring the accessibility of appropriate grievance procedures for addressing all complaints regarding gender discrimination, sexual misconduct, and sexual harassment. For more information, contact the University’s Sexual Misconduct Office, Walker Center 2nd Floor at (405) 325-2215 or the Equal Opportunity Office, 102 Evans Hall, (405) 325-3546.
Student Affairs

Vice President's Office
Clarke Stroud, University Vice President for Student Affairs and Dean of Students / cstroud@ou.edu
Susan Sasso, Associate Vice President for Student Affairs and Associate Dean of Students / susan@ou.edu
265 Oklahoma Memorial Union / 900 Asp Ave., Suite 265 / Norman, OK 73019-4054
Voice (405) 325-3161 / Fax (405) 325-5248
http://www.ou.edu/studentaffairs.html

The Division of Student Affairs is the “umbrella” over 15 departments that work together to provide the out-of-classroom experiences that define university life for students. Each department is staffed with people who are dedicated to serving the needs of all OU students to ensure their success and assist them in realizing their goals.

Career Services
Bette Scott, Director / bscott@ou.edu
323 Oklahoma Memorial Union / 900 Asp Ave., Suite 323 / Norman, OK 73019-4057
Voice (405) 325-1974 / Fax (405) 325-3402 / email: oucs@ou.edu
hiresooner.ou.edu

Career Services assists students with career exploration, internships, cooperative education, graduate and professional school applications and professional employment. Staff provide programs that facilitate contact between students and employers as well as teach career decision-making and job-search skills.

Fitness and Recreation
Amy Davenport, Director / amydavenport@ou.edu
170 Huston Huffman Fitness Center / 1401 Asp Ave., Room 170 / Norman, OK 73019-0615
Voice (405) 325-1974 / Fax (405) 325-3402 / email: fitrec@ou.edu
http://www.ou.edu/far

Fitness and Recreation provides recreational sports and fitness programs. The Huston Huffman Fitness Center, the university’s recreation center, offers weight rooms, a climbing wall, a cardio room, indoor track, basketball volleyball, badminton, racquetball, and squash. The Murray Case Sells Swim Complex offers swim lessons, water aerobics, and lap and recreational swimming.

Health Services
Will Wayne, Director and Assistant Vice President / wwayne@ou.edu
Goddard Health Center / 620 Elm Ave. / Norman, OK 73019-0615
Voice (405) 325-4611 / Fax (405) 325-7065 / Appointments (405) 325-4441 / email: healthservices@ou.edu
http://www.ou.edu/healthservices.html

Health Services provides a broad range of health care services for OU students, faculty and staff, including a full-service pharmacy, laboratory, and women’s center. The center hosts regular health fairs and activities focusing on health issues and healthy lifestyle choices.

Housing and Food Services
Dave Annis, Director Housing and Food Services / dannis@ou.edu
Frank Henry, Director Food Services / fhenry@ou.edu
Diane Brittingham, Director Residence Life / dbrittingham@ou.edu
126 Walker Center / 1406 Asp Ave., Room 126 / Norman, OK 73019-6091
Voice (405) 325-2511 / Toll-Free: (888) 416-9524 / email: housinginfo@ou.edu
www.ou.edu/housingandfood.html

Housing and Food Services directly supports the broader university mission by offering multiple housing options, from suite-style living in the residence halls to premier apartment-style communities. Through involved residence life staff to the Faculty-in-Residence program, many flavorful and healthful campus restaurants, and weekend activities, staff work to provide students with positive opportunities that enrich their university experience.

Leadership Development and Volunteerism
Becky Barker, Director / rreed@ou.edu
Oklahoma Memorial Union, Rooms 249-251/ 900 Asp Ave / Norman, OK 73019-4054
Voice (405) 325-4020 / Fax (405) 325-5248 / email: leadandvolunteer@ou.edu
www.ou.edu/leadandvolunteer.html

Leadership Development and Volunteerism prepares students for leadership responsibilities and roles through educational programming and student volunteer opportunities. The office coordinates campus awards and recognition programs, advises the President’s Community Scholars and serves as a resource for student organizations.

Oklahoma Memorial Union
Laura Tontz, Director / ltontz@ou.edu
428 Oklahoma Memorial Union / 900 Asp Ave., Suite 428 / Norman, OK 73019-4052
Voice (405) 325-2121 / Fax (405) 325-7721
www.ou.edu/union

The Oklahoma Memorial Union is the living room of the university, a place for students to study, eat and relax. It is open 24 hours a day, seven days a week. The Union provides a computer lab for OU students and wireless Internet access throughout the building, a food court that houses seven restaurants and meeting rooms for student organizations to gather.

Student Conduct Office
Steven Ashmore, Director / sashmore@ou.edu
Walker Center, Room 209 West / 1406 Asp Avenue / Norman, OK 73019-2150
Voice (405) 325-1540 / Fax (405) 325-9132
studentconduct.ou.edu

The Student Conduct Office serves the university community through the administration of day-to-day disciplinary matters, as
set forth in the Student Rights and Responsibilities Code and Alcohol Policy, and maintains student disciplinary records. Additionally, the Student Conduct Office administers housing citations for offenses within Residence Life.

**Student Life**

Kristen Partridge, Director / kpartridge@ou.edu
370 Oklahoma Memorial Union / 900 Asp Ave., Suite 370 / Norman, OK 73019-4058
Voice (405) 325-3163 / Fax (405) 325-7493
http://www.ou.edu/studentlife.html

Student Life provides motivation, guidance, encouragement and support to students throughout their college experience. Students may participate in a wide range of program opportunities that enhance their academic pursuit, including fraternity and sorority life, multicultural programs, Campus Activities Council and OU’s over 400 student organizations.

**Student Media**

Anne Richard, Associate Director / arichard@ou.edu
149A Copeland Hall / 860 Van Vleet Oval, Room 149A / Norman, OK 73019-2052
Voice (405) 325-2521 / Fax (405) 325-7517 / email: studentmedia@ou.edu
www.studentmedia.ou.edu

Student Media serves the OU community by providing news and information while giving students interested in journalism and related fields professional, hands-on experience. Students write, edit, design and sell advertising for The Oklahoma Daily, OUDaily.com, Sooner yearbook and a variety of book and magazine-style publications.

**University Counseling Center**

Scott Miller, Director / smiller@ou.edu
Goddard Health Center / 620 Elm Ave., Room 201 / Norman, OK 73019-3146
Voice (405) 325-2911 / Fax (405) 325-1478
http://ou.edu/ucc

The mission of the University Counseling Center is to promote student success, both in and out of the classroom, by providing the highest quality psychological services. The center offers a variety of services including counseling, psychiatry, and psychological assessment.

**Women’s Outreach Center**

Kathy Fahl Moxley, Director/ kathy.moxley@ou.edu
900 Asp Ave., Room 247 / Norman, OK 73019-2052
Voice (405) 325-4929 / Fax (405) 325-7493
www.ou.edu/womensoc

The Women’s Outreach Center (WOC) empowers and advocates with and on behalf of women for their safety, wellness and equality. The WOC offers a wide-range of programming that focuses on issues that disproportionately impact women including violence against women LGBTQ programs, wage equity workshops, and breast health awareness.

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**Arezzo, Italy Student Affairs**

Charlotte Duclaux / cduclaux@ou.edu
University of Oklahoma, Via Pietri, 23, 52100 Arezzo
Phone: (338) 941-4915

OU’s Arezzo campus offers a range of academic programs for students interesting in studying abroad.

**Health Sciences Center Student Affairs**

Kate Stanton, Executive Director / kate-stanton@ouhsc.edu
David L. Boren Student Union
1106 North Stonewall Ave., Suite 300 / Oklahoma City, OK 73117-1200
Voice (405) 271-2416 / Fax (405) 271-8817 / Toll-Free 1-877-577-5655 / email: students@ouhsc.edu
http://students.ouhsc.edu

Health Sciences Center (HSC) Student Affairs assists in developing health care professionals through recruitment, retention, recreational programs and services. The office provides oversight for student organizations and student government, coordinates student development and community-based programs, oversees the union and recreational services, and provides counseling services.

**OU-Tulsa Student Affairs**

Josh Davis, Director of Student Affairs / jmdavis@ou.edu
5402 East 41st Street, Room 1C76 / Tulsa, OK 74135-2512
Voice (918) 660-3100 / Fax (918) 660-3101
http://www.ou.edu/tulsa/student_affairs.html

Student Affairs at the OU-Tulsa Schusterman Center handles a variety of issues common to all Tulsa-campus students. Student services include career and volunteer services, counseling and health services, campus activities and wellness programming, and the disability resource center.
University College

100 Wagner Hall
1005 Asp Avenue
Norman, OK 73019

Phone: (405) 325-3521
FAX: (405) 325-7383
Internet: http://www.ou.edu/univcoll.html

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 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, major exploration coaching, orientation, tutoring, and other services designed to foster academic success and familiarize students with the university and its programs. 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.

Administrative Officers of the College

Nicole J. Campbell, Ph.D., Dean
Lisa A. Portwood, Ph.D., Assistant Dean
Lillian D. Miller, M.Ed., Director of Freshman Programs
Johnnie-Margaret McConnell, Ph.D., Director, Center for Student Advancement
Janel Russell-Pendergraft, M.Ed., Director of Academic Advising
Stephen Crynes, M.Ed., Director, Assessment Center
Mark Walvoord, M.S., Director, Student Learning Center

Academic Advising

Maggie Bartlett, Academic Counselor
George Bogaski, Academic Counselor
Holley Brewer, Senior Academic Counselor
Sandra Brown, Senior Academic Counselor
Brittney Johnson, Academic Counselor
Nathan Kerswill, Academic Counselor
Maura McAndrew, Academic Counselor
Stephanie Miller, 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-Recommending 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 an overall 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.

Major Exploration 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 major exploration coaches who are experienced in working with undecided students.

The Strong Interest Inventory and FOCUS2 are web-based systems designed to aid students with the process of making a decision about selecting a major and/or a career and are available to all OU students through University College and the Assessment 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 major exploration coaches can meet with students and, using results from career assessments and their familiarity with all OU majors, help students narrow their focus about majors and careers.

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 mid-term grade reports. Each CARE student formulates a contract with his/her assigned academic counselor.

**Making the Transition to College: Courses for First-Year Students**

The transition to college is always challenging and sometimes difficult. Perhaps the biggest challenge of all is finding the necessary support to help understand and respond to these changes.

To provide this kind of support the University of Oklahoma created two separate multi-section courses with enrollment limited to 28 freshmen per section.

The first course, “Gateway to College Learning,” takes a direct approach in the study of three areas: success in academic life, success in personal life, and success in accessing resources at the university. The course covers such topics as time management, study skills, building community with people of diverse backgrounds, and maintaining physical and mental well-being.

The second course is a series of “University College Seminars.” Students study a specific topic with a professor who has a particular interest and special research skills in that area. The intent is that the professor will share enthusiasm about the research subject with the students, exciting them about the learning process through a unique topical approach.

**President’s Distinguished Faculty Mentoring Program**

The President’s Distinguished Faculty Mentoring Program matches entering students and experienced faculty mentors to help create nurturing and personal relationships, thus easing the transition from high school to college. This program provides students opportunities to build connections 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 Mom’s Day 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 Mom’s Day 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 academic probation. UCOL 2002 is a letter-graded two-credit hour course which consists of a lecture one hour per week and a small discussion section one hour per week. The course helps students learn to identify obstacles that may have hindered them in the past and outlines methods to overcome these obstacles. Strategies for Success 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, working with students to help them to develop an action plan to accomplish their educational goals and complete their degrees.

**Transitions Course**

This is a 1-credit course for transfer students to OU. It introduces transfer students to the academic requirements, policies, and resources at the University of Oklahoma. Students will learn about academic advising, transfer credit, degree programs, resources, student life, and methods for achieving academic success at a four-year research institution. It is offered as a half-semester course in Fall and Spring and delivered in a blended (part online, part face-to-face) method.

**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
Entry-Level Assessment

The Assessment 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 will be placed in the appropriate course or, depending on their test scores and choice of major, 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 Student Learning Center to help students learn college survival skills. Topic areas ranging from time management to eating healthy are covered each semester to help students successfully make the transition from high school to university life. One-to-one study consultations and by-request speakers cover additional topics, and a self-service website at studentsuccess.ou.edu helps students assess and improve their academic skills.

University College Action Tutoring

Academic assistance is provided free of charge through the Student Learning Center’s UC Action program. Trained, undergraduate Peer Learning Assistants and/or course faculty and instructors offer these tutoring sessions in over 70 courses each semester. Formats for these group sessions include drop-in, by-appointment, online, and in-person. UC Action encourages collaboration, active learning, critical thinking, interaction with campus professors, and academic success.

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.

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 deadlines, as established in the University’s Academic Calendar.

Dr. Cindy Gordon's Human Anatomy Action Center
College of Architecture

830 Van Vleet Oval
Norman, OK 73019
Phone: (405) 325-2444
FAX: (405) 325-7558
Internet: http://www.ou.edu/architecture.html

• 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

Administrative Officers

Hans Butzer, A.I.A., LEED AP, Interim Dean
Charles G. Warnken, Ph.D., AICP, Associate Dean of Instructional Service and Research
Leehu Loon, ASLA, PLA, Associate Dean of Administration
Stephanie Z. Pilat, Ph.D., Interim Director, Division of Architecture
Tammy McCuen, PhD., LEED AP, Interim Director, Haskell and Irene Lemon Construction Science Division
Mia Kile, M.F.A., ASID, IIDA, IDEC, Director, Division of Interior Design
Leehu Loon, ASLA, PLA, Director, Division of Landscape Architecture
Dawn F. Jourdan, esq., Ph.D., Director, Division of Regional and City Planning
Kim Goodman, Assistant to the Dean
Melanie Cartwright, Assistant to Directors
Suzanne Robinson, M.S., Academic Counseling Professional II Erin Tyler, Academic Counseling Professional II

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:

• Bachelor of Architecture, accredited by the National Architectural Accreditation Board (N.A.A.B.)
• Bachelor of Science in Construction Science, accredited by the American Council for Construction Education (ACCE)
• Bachelor of Interior Design, accredited by the Council for Interior Design Accreditation (CIDA)
• Bachelor of Science in Environmental Design

Graduate degrees offered jointly with the Graduate College are:

• Master of Science in Architecture
• Master of Architecture, accredited by the N.A.A.B.
• Master of Science in Architectural Urban Studies
• Master of Landscape Architecture, accredited by L.A.A.B.
• Master of Science in Interior Design
• Master of Regional and City Planning, accredited by the Planning Accreditation Board (PAB)
• Master of Science in Construction Management.
• Ph.D., Planning, Design and Construction

Admission criteria and curricular information for all undergraduate and graduate degree programs in the College of Architecture are included in this catalog.

MINORS

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 Academic Advising Services, 281 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 19 hours of CNS prefix courses. Specific information on courses applicable to a minor is available from the College of Architecture Academic Advising Services, 283 Gould Hall.
• Interior Design — Students may satisfy the minor requirements in Interior Design by completing 16 hours of coursework in I D-prefix courses. Specific information on courses applicable to a minor is available from the College of Architecture Academic Advising Services, 283 Gould Hall.

Special Programs

PRECEPTORSHIP PROGRAM

The College administers a preceptorship program which permits 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. Special summer studies are also offered in international settings.
Honors and Awards

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 graduate 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 Dean’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 3.50 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.

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 73019-4076 or visit their homepage at www.financialaid.ou.edu/.

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 Architects 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 73019-4076 or visit their homepage at http://www.ou.edu/admissions/home.html.

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 may 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 Robert B. Lewis Computer Loan at https://www.ou.edu/content/financialaid/typesofaid/loans;OU-Institutional-Loans.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, www.ou.edu/admissions/home.html.

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.

TRANSFER CREDIT:
The following credit hour regulations are specific to transfer students:
- 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.
- At least 60 semester hours applied toward completion of a baccalaureate degree must be earned at accredited senior (four-year) institutions.
- 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.
- 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.
- Work accepted from other institutions is subject to validation by the satisfactory completion of at least 30 hours of credit in residence.
- 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.
- 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
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.

College 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 a 2.50 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 2.50 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. 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 student's second academic stop, he/she will automatically be denied readmission.

ATTENDANCE
The establishment of a 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), and nine credit hours in summer. Enrollment in more than the maximum credit hours is permitted only with the approval and signature of the student’s academic counselor 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 counselors. Students schedule advising appointment through iAdvise.ou.edu or call the Academic Advising Services at 325-2444 for details.

Due to the complexity of the program sequences, it is necessary that all undergraduate students meet with an academic counselor during the pre-enrollment periods. Academic counselors are available to answer questions about the various undergraduate programs. The College of Architecture requires semester-by-semester advising. Students are not permitted to self-advising.

GRADUATION REQUIREMENTS
Approval for graduation with a degree from the College of Architecture requires completion of all degree requirements listed on the curriculum requirements checksheet for the program the student was admitted as well as the graduation requirements set forth by the Oklahoma State Regents for Higher Education, and the University of Oklahoma. The specific degree requirements for the current academic year in the College of Architecture are available on the Internet at http://checksheets.ou.edu/arch indx.htm. Copies of current or past checksheets can be obtained from the College’s Academic Advising Services Office.

In addition to the minimum graduation requirements set forth by the Oklahoma State Regents for Higher Education and the University of Oklahoma, the College of Architecture requires the following:

1. A student must obtain the minimum OU retention, combined retention and curriculum grade point averages specified on the requirements check sheet for his or her degree program. Note: Specific grade point averages required for graduation from programs within the College supersede the minimums set forth by the Oklahoma State Regents for Higher Education and the University of Oklahoma.
2. A student must complete at least the minimum upper division (3000 level or above) and total hours listed on his or her program requirements checksheet. Total credit hours applied toward graduation must be verified by one of the professional academic counselors in the Academic Advising Services Office. Students are encouraged to meet with one of the College’s academic counselors for a degree check at least one semester before the intended semester of graduation. The following are additional College of Architecture regulations regarding total hours applied toward graduation:
   a. credit hours 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;
   b. a maximum of 64 hours will transfer for credit from a two-year college;
   c. at least 60 semester hours toward graduation must be earned at accredited senior (four-year) institutions;
   d. no hours for remedial or pre-college level course work may apply toward graduation;
   e. transfer coursework specifically denied by the division for application toward the curriculum will not count toward graduation;
   f. courses taken under the student elected Pass/No Pass grading option will not be allowed to count toward fulfillment of any university general education or college curriculum requirements.

Additional information about specific program requirements are described under the respective division sections in this chapter. Responsibility for meeting graduation requirements lies with the student.
Division of Architecture

Hans E. Butzer, Director
Marjorie Callahan, Graduate Liaison
830 Van Vleet Oval
Norman, OK 73019-6141
Phone: (405) 325-2444
FAX: (405) 325-7558
Internet: http://arch.ou.edu
email: arch@ou.edu

Faculty Roster
Barrett, Boeck, Bozorgi, Butko, Butzer, Callahan, Cline, Cricchio, Fithian, Frantz, Harm, Pavlik, Pilat, Schaefer, Shadrivan, Yowell.

Degrees Offered
• Bachelor of Architecture
• Master of Architecture
• Master of Science in Architectural Urban Studies (Tulsa)
• Master of Science in Architecture
• PhD, Planning, Design and Construction

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, urban campuses to small day care centers. The challenge to the architect is to produce projects that are functional, efficient, attractive, and safe.

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.

Special Regulations

Placement in Studio Courses
Any student enrolling for the first time at the University of Oklahoma in a design support 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 Architecture.

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 three types of degrees: the Bachelor of Architecture, the Master of Architecture, and the Doctor of Architecture. A program may be granted a 6-year, 3-year, or 2-year term of accreditation, depending on the extent of its conformance with established educational standards.

Doctor of Architecture and Master of Architecture degree programs may consist of a pre-professional undergraduate degree and a professional graduate degree that, when earned sequentially, constitute an accredited professional education. However, the preprofessional degree is not, by itself, recognized as an accredited degree.

The University of Oklahoma offers the following NAAB-accredited degree program(s):
• Bachelor of Architecture (160 required credit hours)
• Master of Architecture (36 prerequisite credit hours + 53 required credit hours)

Next NAAB Accreditation Team visit: 2015

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 program in architecture is required to maintain an up-to-date record of design and graphics work for use in program advisement, the evaluation of overall progress toward the professional degree, and in maintaining an ongoing dialogue with professionals in the workplace through employment and mentorship programs.

Undergraduate Study

Bachelor of Architecture
This program, normally five years in length, is accredited by the National Architectural Accrediting Board (NAAB) and fulfills the educational prerequisites for professional registration required by most state boards. Admission to the program beyond the first year...
is competitive. At the heart of the Division of Architecture’s educational approach is its Creating-Making curriculum, which emphasizes the importance of analytical thinking and visioning balanced with the ability to implement meaningful real-world architectural solutions.

**DEGREE PROGRAM ADMISSION**

Class size in studios and other architectural coursework is influenced by national guidelines. Limitations of university resources (e.g. facilities, faculty, operating funds, etc.) also impose restrictions on class sizes. Therefore, an Enrollment Management Program within the Division of Architecture governs admission to the professional undergraduate degree program. For further information, contact the director of the Division of Architecture.

**Graduation Requirements**

Approval for graduation with the Bachelor of Architecture degree requires completion of all degree requirements with a minimum program grade point average of 2.50 in all coursework used to fulfill degree requirements.

**Collaborative Program**

Housed within the College of Architecture, the accredited 5-year undergraduate curriculum is designed to encourage collaborative experiences for students. Courses, competitions and other planned experiences prepare students of architecture, planning, landscape architecture, interior design, construction science and architectural engineering to work together as they may later in professional practice.

**MINOR**

The Division offers a minor in Architectural Studies to non-major students who complete 15 hours of ARCH prefix courses. For those opting not to pursue a minor, the Division also offers a concentration. Specific information on courses applicable to a minor or concentration is available from the College's Academic Advising Student Services Office.

See Bachelor of Architecture Degree Program for more information on the Bachelor of Architecture.

**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.

**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 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**

The Master of Architecture (M.Arch) 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 program is accredited by the National Architectural Accrediting Board (NAAB) and fulfills the educational prerequisite for professional registration required by most state boards.
The M.Arch Program offers the comprehensive components of a foundational professional degree. In addition to core courses based on the Creating-Making curriculum, students may elect to pursue an area of concentration chosen from a range of expertise areas. These include:

- History, Theory, and Criticism in Architecture and Allied Disciplines,
- Explorations in Pedagogy, Design Thinking, Fabrication, Craft, and Professional Practice,
- Visualization, Information Modeling, Simulation, Sketching, Rendering, Representation, and Parametric Modeling,
- Middle Eastern Architecture and Culture,
- Universal Design, Accessibility, Way-finding, Acoustics, Social Equity, Physical and Mental Health,
- Applied Research in Sustainable Design, Materials, Technology, Landscape, Lighting, and Construction, and
- Real Estate, Urban Design, Community (Re)development, Historic Preservation/Adaptive Re-use, and Walkability

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 may require from four to seven semesters in residence, depending on previous academic experiences, to complete the Master of Architecture degree.

See Master of Architecture (four to seven semesters) for more information on the Master of Architecture.

**Master of Science in Architecture**

The Master of Science in Architecture is available to students wishing to pursue a specialized research or creative agenda. This two to three-semester long program consists of coursework tailored to the student’s interests, providing practitioners and students with an opportunity to deepen their expertise in a particular realm of research. Students typically work one-on-one with a faculty advisor to select courses from across the University to create an individualized educational plan.

Students in the Master of Science in Architecture degree program are offered a combination of courses within the College of Architecture including: graduate level elective seminars; professional practice; architectural history and theory; structures; and sustainable design and technology. Students have the opportunity to study with leading scholars in Architecture, as well as in University-wide fields as diverse as Engineering, Geography, History of Science, and more. Students gradually narrow and focus their research agendas, culminating in a written or designed final dissertation. Ultimately, graduates are well prepared to develop and undertake new research and creative endeavors.

See Master of Science in Architecture (two to three semesters) for more information on the Master of Science in Architecture.

**Master of Science in Architectural Urban Studies (Tulsa)**

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.

The one-year Master of Architectural Urban Studies degree is available through the Schusterman Center in Tulsa. This program can be spread out over two years in order to allow students to have full-time office practice opportunities in professional offices. This degree program 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.).

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.

See OU-Tulsa College of Architecture Urban Design Studio for more information on the Tulsa-based Master of Science in Architectural Urban Studies.

**Ph.D in Planning, Design and Construction**

The Ph.D in Planning, Design and Construction is available to students wishing to pursue a specialized research or creative agenda. This program consists of coursework tailored to the student’s interests, providing practitioners and students with an opportunity to deepen their expertise in a particular realm of research. Students typically work closely with a faculty committee to select courses from across the University to create an individualized educational plan.

Students in the Ph.D in Planning, Design and Construction degree program are offered a combination of courses from the five disciplines of the College of Architecture including: graduate level elective seminars; professional practice; history and theory; structures; and sustainable design and technology. Students have the opportunity to study with leading scholars of the College of Architecture, as well as University-wide fields as diverse as Engineering, Geography, History of Science, and more. Students gradually narrow and focus their research agendas, culminating in a written or designed final dissertation. Ultimately, graduates are well prepared to develop and undertake new research and creative endeavors.

See Ph.D. in Planning, Design and Construction for more information on the Ph.D in Planning, Design and Construction.
Haskell and Irene Lemon
Construction Science Division

Kenneth F. Robson, Director
Dr. Lisa Holliday, Graduate Liaison
830 Van Vleet Oval
Norman, OK 73019-6141
Phone: (405) 325-6404
FAX: (405) 325-7558
Internet: www.cns.ou.edu
email: krobson@ou.edu

Faculty Roster
Professors Graham, Robson, Ryan; Associate Professor McCuen;
Assistant Professors Holliday, Ghosh, Perrenoud, Reyes

Degrees Offered
- Bachelor of Science in Construction Science
- Master of Science in Construction Management

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 has 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 has 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 Michael F. Price College of Business.

Undergraduate Study
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.

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 40 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.

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.

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.

Graduate Study
Master of Science in Construction Management
The Construction Management degree is designed to provide construction science graduates, as well as graduates from affiliated degrees, a more in depth knowledge of the current trends in the construction industry. The program’s flexibility allows students with limited construction experience to understand the current trends in the industry while providing the flexibility to students with construction experience to pursue a more in depth knowledge of their specific area of interest. Course content focuses on emerging construction trends, risk management, Building information modeling, lean construction, and workforce issues in the construction industry. Courses are designed to develop technical and management skills using the following:
- In-class lectures and discussions
- Out-of-class meetings and discussions
- Construction case Studies
- Individual and Team projects
- Interaction with Industry members

The OU CM Program provides a unique learning environment and curriculum to prepare construction managers to meet future construction challenges.
ADMISSION REQUIREMENTS
The first step in being admitted into the Master of Science in Construction Management is to be fully admitted to OU’s Graduate College. The following are additional requirements of the Master of Science in Construction Management program:

- Fall entry only
- Completion of an accredited bachelor’s construction degree or related degree (architecture, interior design, or engineering), or any bachelor’s degree with commensurate construction experience.
- Submission of a Letter of Interest
- Submission of a current resume.
- Submission of three (3) Letters of Recommendation

APPLICATION DEADLINES
The program is a fall entry only. The formal application deadline is April 30. Late applications will be considered, but acceptance into the program is based upon available resources and not guaranteed.

SPECIAL PROJECT/THESIS OPTION
Either a Special Project or Thesis is required by each student. These options are an opportunity for the student to explore and develop significant expertise in a particular area of construction management or conduct in depth research into a construction area. The Special Studies Project is intended to be an industry partnership with the student to explore current industry trends. The student and his/her chair and advisory committee will determine the nature and scope of the Special Studies Project or Thesis.

CONDITIONS FOR DEGREE COMPLETION
- Meet all OU Graduate College criteria and paperwork
- Completion of a minimum of 32 credit hours, including 5 hours of a Special Studies Research Project with Presentation or 5 hours of Thesis Research Paper and Presentation.
- All electives must have prior Graduate Liaison or Committee Chair approval
- Special Studies Research Project or Thesis topic and candidate’s Committee selection must be finalized before the end of the 2nd semester.

Program in Environmental Design
Ron Frantz, AIA
830 Van Vleet Oval
Norman, OK 73019
Phone: (405) 325-2444
FAX: (405) 325-7558
Internet: http://arch.ou.edu
email: rfrantz@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 55 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
Division of Interior Design

Mia Kile, ASID, IIDA, IDEC, Director
Suchismita Bhattacharjee, Ph.D., Graduate Liaison
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Norman, OK 73019-6141
Phone: (405) 325-2444
FAX: (405) 325-7558
Internet: http://id.coa.ou.edu
email: mkile@ou.edu

Faculty Roster
Associate Professors Kile, Pober, Wachter; Assistant Professors,
Bhattacharjee, Ellis, Price

Degree Offered
• Bachelor of Interior Design
• Master of Science in Interior Design

General Information

The Division of Interior Design faculty provide a professional undergraduate and graduate education in Interior Design within a collaborative, multidisciplinary learning environment. The undergraduate program is accredited by the Council for Interior Design Accreditation, while the graduate program is a post professional degree with areas of concentration in architectural lighting, design process management or sustainable design. The disciplinary perspectives share a common pedagogy within the College of Architecture divisions, engaging in creative and technical skills that prepare new graduates to solve problems related to global challenges facing the profession of Interior Design.

The Division of Interior Design recognizes the definition of a professional designer as the cornerstone of its philosophical underpinnings.

Interior design is a multi-faceted profession in which creative and technical solutions are applied within a structure to achieve a built interior environment. These solutions are functional, enhance the quality of life and culture of the occupants, and are aesthetically attractive. Designs are created in response to and coordinated with the building shell, and acknowledge the physical location and social context of the project. Designs must adhere to code and regulatory requirements, and encourage the principles of environmental sustainability. The interior design process follows a systematic and coordinated methodology, including research, analysis and integration of knowledge into the creative process, whereby the needs and resources of the client are satisfied to produce an interior space that fulfills the project goals.

Interior design includes a scope of services performed by a professional design practitioner, qualified by means of education, experience, and examination, to protect and enhance the life, health, safety, and welfare of the public. These services may include any or all of the following tasks:

• Research and analysis of the client's goals and requirements; and development of documents, drawings and diagrams that outline those needs

• Formulation of preliminary space plans and two and three dimensional design concept studies and sketches that integrate the client's program needs and are based on knowledge of the principles of interior design and theories of human behavior

• Confirmation that preliminary space plans and design concepts are safe, functional, aesthetically appropriate, and meet all public health, safety and welfare requirements, including code, accessibility, environmental, and sustainability guidelines

• Selection of colors, materials and finishes to appropriately convey the design concept, and to meet sociopsychological, functional, maintenance, life-cycle performance, environmental, and safety requirements;

• Selection and specification of furniture, fixtures, equipment and millwork, including layout drawings and detailed product description; and provision of contract documentation to facilitate pricing, procurement and installation of furniture

• Provision of project management services, including preparation of project budgets and schedules;

• Preparation of construction documents, consisting of plans, elevations, details and specifications, to illustrate non-structural and/or non-seismic partition layouts; power and communications locations; reflected ceiling plans and lighting designs; materials and finishes; and furniture layouts

• Preparation of construction documents to adhere to regional building and fire codes, municipal codes, and any other jurisdictional statutes, regulations and guidelines applicable to the interior space

• Coordination and collaboration with other allied design professionals who may be retained to provide consulting services, including but not limited to architects; structural, mechanical and electrical engineers, and various specialty consultants

• Confirmation that construction documents for non-structural and/or non-seismic construction are signed and sealed by the responsible interior designer, as applicable to jurisdictional requirements for filing with code enforcement officials

• Administration of contract documents, bids and negotiations as the client's agent

• Observation and reporting on the implementation of projects while in progress and upon completion, as a representative of and on behalf of the client; and conducting post-occupancy evaluation reports

Learn more from the National Council for Interior Design Qualification at: www.ncidq.org

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:

• Learning is centered around contemporary practice: faculty bring significant practice experience which demonstrates advanced achievement in design management expertise
The program strives to:

- **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.

- **Learning is interdisciplinary**: the location of the interior design program within a college that shares teaching pedagogy across the disciplines of the built environment provides interior design faculty and students with an environment where team contributions are sought and disciplinary expertise is valued.

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. Undergraduate 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 in all regions, 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 and lighting lab 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 120 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 at: http://www.ou.edu/content/checksheets/architecture.html. Degree requirements for interior design include the following:

**Requirements**

- **SYMBOLIC AND ORAL COMMUNICATION**: 9-19 hours. ENGL 1113 and ENGL 1213 or EXPO 1213, Mathematics, Foreign Language (0-10 hours, 2 courses in the same language, which can be met
by successfully completing two years of the same foreign language in high school), Communications elective.

- NATURAL SCIENCE: 8 hours. PHYS 1114, one four-hour Natural Science with a lab.
- SOCIAL SCIENCES: 6 hours. P SC 1113 and ECON 1113.
- HUMANITIES: 12 hours. HIST 1483 or 1493, A HI 2213, I D 3753, one three-hour Non-Western Culture.
- ARCHITECTURE COURSES: 9 hours. ARCH 2343, 4453, 4623.
- BUSINESS COURSES: 6 hours. ACCT 2113, MKT 3013.
- INTERIOR DESIGN COURSES: 58 hours. I D 1112, 1151, 1153, 1251, 1253, 2532, 2533, 2543, 2763, 2773, 2793, 3223, 3723, 3793, 3773, 3753, 4463, 4743, 4712, 4772, 4722, 4774.
- OTHER COURSES: 12 hours. A HI 2223, one three-hour upper-division professional elective, one three-hour upper-division General Education elective (outside the major), one three-hour upper-division open elective.

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.

Graduate Study

GENERAL INFORMATION
The Master of Interior Design degree offers three areas of focus, Sustainable Living, Design Process Management, and Architectural Lighting. All three tracks emphasize Interior Design’s unique location in the College of Architecture, which offers the opportunity to collaborate with the field of Architecture, Construction Science, Landscape Architecture and Regional and City Planning. All tracks will reinforce the notion of collaboration and integrated practice in the built environment. The common mission of all three tracks is research into the design and the process of creating better spaces for the community and environment through emphasis on sustainability, integrated design process management, and architectural lighting.

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 Interior Design for evaluation.

- A transcript from all previous institutions.
- A portfolio of work, 8" x 11" format preferred.
- A statement, limited to 500 words, of the intent for pursuing graduate studies in Interior Design at the University of Oklahoma
- 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 Interior Design 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
Fall Semester entry only. Application deadline June 1. No application for the graduate program in Interior Design 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.

Division of Landscape Architecture

Leehu Loon, Director
830 Van Vleet Oval
Norman, OK 73019-6141
Phone: (405) 325-1519
FAX: (405) 325-5956
Internet: http://la.ou.edu
email: lloon@ou.edu

Faculty Roster
Professor Woodfin; Assistant Professors Little, Loon, Williams.

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.”
Visit the ASLA website or the Landscape Architecture Foundation website for further information about the profession of landscape architecture.

**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 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 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).

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:

- Evidence of creative activity or ability in any field of endeavor (such as portfolios or essays)*
- Three letters of recommendation, preferably from former professors
- 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 waived if it seems inappropriate to the applicant’s previous background.

**GPA Requirement:** All students must maintain an overall GPA of 3.0 as a graduate student in order to remain in good standing and to fulfill the requirements of this degree.

**Master of Landscape Architecture — First Professional Degree**

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**

**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.

**Graphics and Communication Sequence:** LA 5513, Drawing and Graphics; 5613, Computer Applications.

**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.

**Research Methods Requirement:** L A 5402, Research Methods in Landscape Architecture.

**Professional Electives:** One course; 3 credit hours.

**Graduate Project Sequence:** LA 5950, Proposal Development; 6950, Applied Research; 6595, Graduate Project.

**Graduate Hours Required:** For those students entering the program with a degree outside of the design fields, this program will take three years and a minimum of 69 credit hours to complete as a full time student. All students entering the program with an undergraduate or professional degree in a design field are encouraged to contact the Landscape Architecture Graduate Liaison for more information.

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

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

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; 6956, Graduate Project.

Graduate Hours Required: For the majority of students in this program option 47 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.

Division of Regional and City Planning

Dawn E. Jourdan, esq., Ph.D., Director
830 Vann Vleet Oval
Norman, OK 73019
Phone: (405) 325-3502
FAX: (405) 325-7558
Internet: http://rcpl.ou.edu/

Faculty Roster

Professor Shen; Associate Professors Jourdan, Warnken; Assistant Professor Wieters, Harris, Lowery; Professor of Practice Costa, Collard; Adjunct Professors Humphreys, Frantz, Mander, Carlton; Research Associate Saunders.

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, housing, community and economic development, urban design, transportation planning, and land development. The course of study integrates concepts from architecture, social sciences, environmental studies, engineering and business and law and prepares graduates for lifelong professional practice.

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 suggested, but not required, to take advantage of the schedule sequence of course offerings.

Degree Requirements

The MRCPL degree begins with a 29 credit core curriculum with courses in history, and theory, statistics, research methods, design, and law, among others. Students complete the degree with either a comprehensive exam or thesis. Those pursuing the degree via the comprehensive exam will take a minimum of 50 hours of course work, including 29 hours of core courses, 9 credits of electives, and a comprehensive exam taken in the semester of graduation. Students earning the degree with the completion of a thesis normally take a minimum of 48 credit hours of courses, including 29 credits in the core curriculum, and four credit hours of thesis work.

Dual Degree Programs

Students may pursue another degree program with the Master of Regional and City Planning under the university’s dual degree program. Graduates have developed dual degree programs with architecture, landscape architecture, public administration, environmental engineering and law.
The College of Arts and Sciences

Ellison Hall
Norman, OK 73019-3109
Phone: (405) 325-2077
FAX: (405) 325-7709
Internet: http://www.ou.edu/cas

Inquiries should be directed to:
Academic Services
124 Ellison Hall
Norman, OK 73019-3109
Phone: (405) 325-4411
FAX: (405) 325-7429

- African and African-American Studies
- Department of Anthropology
- Department of Biology
- Department of Chemistry and Biochemistry
- Department of Classics and Letters
- Department of Communication
- Department of Economics
- Department of English
- Film and Media Studies
- Department of Health and Exercise Science
- Department of History
- Department of History of Science
- Department of Human Relations
- Interdisciplinary Perspectives on the Environment
- Schusterman Program in Judaic and Israel Studies
- School of Library and Information Studies
- Department of Mathematics
- Medieval and Renaissance Studies
- Department of Microbiology and Plant Biology
- Department of Modern Languages, Literatures, and Linguistics
- Native American Studies
- Department of Philosophy
- Homer L. Dodge Department of Physics and Astronomy
- Department of Political Science
- Department of Psychology
- Religious Studies Program
- School of Social Work
- Department of Sociology
- Women’s and Gender Studies

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 6,500 undergraduates and almost 1,500 graduate students are pursuing degrees in one of the 47 undergraduate majors, 49 minors, 29 master’s degrees and 21 doctoral degrees offered through the College’s 19 departments, two schools, six 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.

Degree Programs Offered

Bachelor of Arts Degree Programs
African and African-American Studies, Anthropology, Chinese, Classics (Classical Languages, Classical Studies, or Latin), Communication, Economics, English (Literary and Cultural Studies or Writing), Ethics and Religion, Film and Media Studies, French, German, History, History of Science, Human Relations, Information Studies, Italian, Judaic 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 and Gender 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
Astronomy, Astrophysics, Biochemistry, Biology, Chemistry, Health and Exercise Science, Mathematics, Microbiology, Physics, Plant Biology, Psychology.

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.

Optional Opportunities

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.

Multidisciplinary Studies

DEGREES OFFERED
• Bachelor of Arts
• Bachelor of Science

Multidisciplinary Studies (MDS) is an individualized major program offered by the University of Oklahoma that provides students the unique opportunity to design an innovative major tailored to individual academic or professional interests. An individualized program theme can be centered on a specific topic, problem, activity, historical perspective, or region of the world. The ability to select major courses from a combination of the University of Oklahoma’s many departments/colleges allows the student to customize their major work to academically and professionally prepare for a field that incorporates information from multiple areas or a specialized field not represented by an existing degree program. All major plans are reviewed and approved through a plan proposal application found on the MDS website at http://ou.edu/mds. Students interested in pursuing this degree plan may email mds@ou.edu for more information.

Admission Requirements

• OU Students: 2.0 GPA (COMB and OU)
• Transfer Students: fewer than 60 hours 2.5 GPA; 60 or more hours 2.0 GPA

While students in the Multidisciplinary Studies major design their own degree programs, they will work under the guidance of an Academic Counselor/Adviser each semester. Students will work every semester with the same Academic Counselor/Adviser based on the first letter of their last name. To determine which Academic Counselor/Adviser to meet with, students can visit the MDS website at http://ou.edu/mds. This one-on-one advising structure allows the Academic Counselor/Adviser to provide personalized information directed towards the student’s specific area of interest. As a MDS major, the student’s semester advising appointments will help design the major plan, confirm major eligible courses, confirm the completion of state/university/and college graduation requirements, and provide general academic assistance. Appointments with an Academic Counselor/Adviser can be made online at http://advise.ou.edu.

Ryan Peters, Senior Academic Counselor
Justin Wollenberg, Academic Counselor
Jodie Daffer, Academic Adviser

Effective with the 2014-2015 academic year, students majoring in Multidisciplinary Studies will be required to graduate under the degree requirements in effect with the 2014-2015 academic year or later.
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:

- Choose a major different from that of the prior degree(s).
- Satisfy all current requirements of the additional degree program.
- 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.
- Earn a minimum 2.00 average on all work attempted for the additional degree.
- 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. 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.

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 Hobson Academic Services Center or on the college’s website at http://cas.ou.edu/majors-minors-checksheets. 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 http://cas.ou.edu/majors-minors-checksheets.

- African and African-American Studies
- Anthropology
- Arabic
- Astronomy
- Astrophysics
- Biochemistry
- Biology
- Botany
- Chemical Biosciences
- Chemistry
- Chemistry and Biochemistry
- Chinese
- Classical Culture
- Classical Languages
- Classics: Classical Studies
- Communication
- Constitutional Studies
- Economics
- English — Literature; Writing
- Enterprise Studies
- Ethics and Religion
- Film & Media Studies
- French
- German
- Greek
- Health and Exercise Science
- Hebrew
- History
- History of Science
- Human Relations
- Information Studies
- Interdisciplinary Perspectives on the Environment
- International Enterprise Studies
- Italian
- Japanese
- Judaic Studies
- Latin
- Letters
- Linguistics
- Mathematics
- Medieval and Renaissance Studies
- Microbiology
- Native American Studies
- Native Sustainability
- Nonprofit Organizational Studies
- Philosophy
- Physics
- Planned Program
- Political Science
- Psychology
- Public Affairs and Administration
- Religious Studies
- Russian
- Social Justice
- Social Work
- Sociology-General; Criminology
- Spanish
- Women’s and Gender Studies

College Facilities and Programs

Archeological Survey

Robert L. Brooks, Director and State Archeologist

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**
Gary Wellborn, Director and Associate Professor of Biology

The University of Oklahoma Biological Station is a year-round field station located on the north shore of Lake Texoma, approximately 125 miles from Norman, and is subject to all policies that govern the University of Oklahoma. The station's primary mission is to promote research and education in ecology and field biology. Our campus includes classrooms, research laboratories, library, and housing, is 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 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 investigators from other institutions; (3) providing a base for sabbatical or short-term study by the international research community and; (4) providing a meeting site for academic and 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, and independent study are also available. Inquiries should be sent to the director.

The Biological Station's major instructional emphasis is on a variety of two-week summer courses offered in two sessions. 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 Professor of Biology

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 Microbiology and Plant Biology; (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 Career Services to help students to prepare for and find summer internships prior to graduation and full-time jobs after graduation. Services are free to all University of Oklahoma students, and Career Services professionals are available to assist students in preparing job search documents such as resumes and letters and searching for opportunities. Programs include a class for Arts and Sciences students on preparing for the job search, on-campus interviewing, online resumé books, career fairs, mock interviews, an online job board listing both full-time and internship positions, and a variety of workshops and webinars covering job search topics. In addition, assistance is provided to students pursuing graduate school and careers in academia. Career Service advisers are available by appointment or during scheduled walk-in hours. More information is available at www.hiresooner.com, by phone (405) 325-1974 or by visiting the Career Services office 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 Center offers a unique four-year graduate fellowship program leading to a degree in political science with special emphasis on Congress and representative government. The Center also offers research fellowships to undergraduate students who participate with political science faculty in collaborative research. Civic engagement and leadership programs of the Center provide undergraduate students with unique opportunities to develop public leadership capabilities. In addition, undergraduate students may enroll in Capitol Scholars and Community Scholars, which are intensive academic/internship experiences at the Oklahoma State Capitol or in local government and non-profit entities. 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. Other programs aimed at strengthening representative democracy include the biennial Rothbaum lecture series, which brings distinguished political science scholars to the Norman campus; publication of Extensions, a forum for discussion of the U.S. Congress; and the Carl Albert Center Congressional Archives, a valuable resource to researchers at OU and throughout the world. The Center's congressional archives contain the papers of native Oklahoman Carl Albert, who served 29 years in the U.S. Congress and was House Speaker 1971-1976, and the papers of more than 50 other former members of Congress. Students and researchers interested in learning more about the Carl Albert Center may visit the website: http://www.ou.edu/carlalbertcenter/.

**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 tapes 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 website at: 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
- Biology
- Economics
- Health and Exercise Science
- Library and Information Studies
- Modern Languages, Literatures, and Linguistics
- Social Work
- Sociology
- Psychology
- Physics

**Film & Media Studies Video and DVD Library and Viewing Room**
The Film and Media Studies Library and Media Lab, located in Old Science Hall, houses approximately three thousand titles including American feature and documentary films, and a large and diverse selection of foreign films. A student media lab is also housed in the library, enabling FMS majors to edit digital film projects.

**Interdisciplinary Perspectives on the Environment Resource Center**
The IPE Resource Center, located in 555 Monnet Hall, contains a collection of books, videos, and other materials related to environmental issues in general.

**Integrative Studies**

**Foreign Service**

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 http://cas.ou.edu/pre-law or in the Classics and Letters department, 111 Carnegie Building.

**Premedical Professions**

Nancy Blass, Senior Premed Adviser Coordinator
Dustye Bailey, Premed Adviser
James N. Thompson, Jr., David Ross Boyd Professor of Biology
Casie Collamore, Assistant Professor of Microbiology and Plant Biology/Academic Adviser

The Premedical Professions Office (209 Richards Hall, (405) 325-2457) (http://www.ou.edu/cas/zoology/premed/premzoo.htm) assists those students planning to enter one of the medical professions (primarily allopathic medicine, osteopathic medicine, podiatric medicine, dentistry, optometry, podiatry, and physician’s associate). Students interested in veterinary medicine are advised through the Biology Advising Office (211A Richards Hall, (405) 325-5661). 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, live international television programming, 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 website is mlab.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 92,000 volumes are the first published editions of works important in the history of science, supplemented by later editions, 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 **Julian P. Kanter Political Communication Archives**, housed in Burton Hall, holds what is generally considered as the world’s largest library of broadcast political advertisements, with approximately 80,000 archived political commercials. The **Women’s and Gender Studies Library**, housed in Robertson Hall, includes over 1,400 items that focus on women’s subjects. Future acquisitions will focus on films by and about women.

**Native American Languages Program**

The College of Arts and Sciences, through the Department of Anthropology and the Native American Studies Program, promotes the teaching, maintenance, 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 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. OU offers study abroad programming options in over 50 countries and 100 cities. There are many different kinds of study abroad programs at OU, including faculty-led programs, reciprocal exchanges, affiliate provider and direct enrollment options.

In general, students need a 2.50 grade point average to apply for an OU exchange program. Deadlines are usually the end of February for fall semester, academic year and summer programs, and the end of September for spring and calendar year programs.

Students will receive individual counseling for study abroad through the Education Abroad office. All students are encouraged to attend a 30-minute “Study Abroad 101” session; during the school year, these sessions are offered every day. Dates and times, as well as program details and a description of the application process are available online at www.ou.edu/ea.

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, 223 Old Science Hall, (405) 325-1693.

**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
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 Scholarships, 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 160 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.financialaid.ou.edu).

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 checksheets;
- The College website: 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, http://www.ou.edu/writingcenter.html, 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 Hobson Academic Services Center.

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-granting college. University College provides an advisory system for freshmen and assists students in choosing a major. University College students are invited to visit the Hobson Academic Services Center 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 Hobson 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
Rhonda Dean Kyncl, Ph.D., Assistant Dean
Kristi Brooks, Senior Academic Counselor
Jennifer Clark, Academic Counselor
Bart Hanna, Academic Counselor
Ernest Hendley, Academic Counselor
Jodi Hubbel, Senior Academic Counselor
Jennifer Lazar, Academic Counselor
Sarah Olzawski, Academic Counselor
Ryan Peters, Senior Academic Counselor
Candeh Powell, Academic Counselor
LaRee Saunders, Academic Counselor
Justin Wollenberg, Academic Counselor

Phone: (405) 325-4411; Fax: (405) 325-7429

The Cal Hobson Academic Services Center 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 submit it 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 Hobson Academic Services Center 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:

- At least 60 semester credit hours must be earned at accredited senior (4-year) institutions.
- 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.
- Residency: this is defined as coursework taken at the University of Oklahoma, excluding correspondence courses.
  - A minimum of 30 semester credit hours applied toward the degree must be earned in residence at the University of Oklahoma.
  - 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.
  - At least 15 semester hours of upper-division major credit applied to the degree must be earned in residence at the University of Oklahoma.
  - 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.
  - 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 Hobson Academic Services Center. The form is also available online at the college’s website, http://cas.ou.edu/forms. When completed, the form must be submitted in person or by fax (405-325-7429) to the Hobson Academic Services Center. 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 Hobson Academic Services Center.
Enrollment Information

ADVICEMENT
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:

- 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.
- 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 at (405) 325-3572.
- If a student has a College STOP on his/her enrollment, the student must contact the College of Arts and Sciences Hobson Academic Services Center.
- 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 the Summer session) and in April (for 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.

CREDIT HOUR REGULATIONS
The maximum course load in a semester is 19 hours during a regular semester and 14 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 Hobson Academic Services Center.

CHANGE OF ENROLLMENT
Deadlines for enrollment, adding a course, and dropping a course are published by the University (http://www.ou.edu/content/admissions/academic_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:

- A student may enroll in a maximum of 16 hours of courses under the P/NP option throughout their academic career.
- 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.
- 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.

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 Hobson Academic Services Center. 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 (150 Wagner 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 three components: the repeat policy and reprieve policy, and the renewal policy. These are described in the Academic Standards section of this catalog.

Students should contact the assistant dean in the Hobson Academic Services Center 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 checksheets for each program. Degree checksheets are available from the Academic Services office or the College’s web site (http://cas.ou.edu/majors-minors-checksheets).

Certification of completion of graduation requirements is the responsibility of the Hobson Academic Services Center. 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:

- Students must earn a minimum of a 2.00 combined retention grade point average (University of Oklahoma and transfer work combined).
- Students must earn a minimum of a 2.00 retention grade point average on all University of Oklahoma coursework.
- 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 checksheets for specific requirements.

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 checksheets for specific requirements.

- A minimum of 120 semester credit hours applicable towards an Arts and Sciences degree must be earned, excluding physical education activity courses.
- 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.
- A minimum of 60 semester credit hours must be earned at accredited senior (4-year) institutions.
- A minimum of 48 semester hours of upper-division credit (courses numbered 3000 or 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.
- 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.
- Residency: this is defined as coursework taken at the University of Oklahoma, excluding correspondence courses.
  - A minimum of 30 semester credit hours applied toward the degree must be earned in residence at the University of Oklahoma.
  - At least 15 of the final 30 semester hours applied toward the degree must be earned in residence at the University of Oklahoma.
  - 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.
  - 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.
  - Capstone courses must be taken through the University of Oklahoma unless a substitution is approved by the academic department awarding the degree.
- 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.
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.

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.

Students recommended for the bachelor’s degree must achieve a grade point average of 2.0 as a minimum on all course work attempted, excluding any courses repeated or reprieved 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.

**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), 3 of these 6 hours must be HIST 1483 or 1493,
- 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.

All bachelor’s degrees offered by the College of Arts and Sciences require the following minimum College requirements:

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 online at [https://ozone.ou.edu](https://ozone.ou.edu). 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 October 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 transcript and how the completed courses will apply to the degree program. At the conclusion of the degree check, the student will know exactly how the earned credits apply to his/her degree as well as what courses and how many hours are required to graduate. It is crucial for students to complete the degree check so they will know exactly where they are on the track to graduation. Students may schedule a degree check appointment at [https://ladvise.ou.edu](https://ladvise.ou.edu).
African and African-American Studies

Jeanette R. Davidson, Director
660 Parrington Oval, Room 517
Norman, OK 73019-0390
(405) 325-3237
FAX: (405) 325-7386
Internet: http://cas.ou.edu/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 of major coursework. 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 1877; or, HIST 2043, African-American History since 1877;
• 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 choose ONE course from each of the following three major groups: Historical Issues, Contemporary Social Issues, and Aesthetics. After successfully completing the core requirements and one course from each of the three main groups, the student will have completed 24 credit hours toward the AFAM major. The remaining 12 credit hours toward the AFAM major are program electives. Other courses completed by the student for the AFAM major must be approved by the Program Director.

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). A maximum of six hours of credit for Independent Study (AFAM 4990) may be applied toward the degree.

MINOR

The AFAM program welcomes the student who wishes to pursue AFAM as a minor. The student can earn a minor in AFAM by completing 18 credit hours of coursework. AFAM 2003, Introduction to African and African-American Studies, is specifically required for the minor:

The student must then complete 15 credit hours of courses in AFAM or in courses approved by the Program Director. At least nine of those hours must be upper-division.

Department of Anthropology

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Paul G. Spicer, Graduate Liaison
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Faculty Roster


Degrees Offered
• Bachelor of Arts
• Master of Arts
• Master of Arts in Applied Linguistic Anthropology
• 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 Archeological 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:** 3373, 3503, 3803, 3883, 4173, 4383, 4413, 4743, 4813, 4833, 4853, 4863.
- **Sociocultural Anthropology:** 3083, 3143, 3263, 3423, 4003, 4073, 4143, 4163, 4433, 4443, 4623, 4903.
- **Linguistics:** 2733, 3033, 3053, 3063, 3353, 4033, 4063, 4313, 4330, 4483, 4550.
- **Biological Anthropology:** 3873, 4193, 4423, 4553, 4593, 4603, 4723, 4823, 4933, 4943.
- **North American and Area Studies:** 3333, 3453, 3553, 3713, 3743, 3843, 3893, 4103, 4303, 4533, 4633, 4653, 4673, 4693, 4873.
- **Research Analysis:** 3930, 4023, 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.

**MINOR**

Students who are majoring in other subjects may complete a minor in anthropology. An anthropology minor consists of 15 hours of coursework including ANTH 1113, 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 applied linguistic anthropology. The department’s geographical area of emphasis is 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, Choctaw, 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, Paleoindian, 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 admission to 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 February 15. 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 (5003 or 5223 and 5123, 5363, 6633, and 6713) and must earn a grade of B or higher in each course. Additionally each student will complete 15 credit hours of electives selected in consultation with their adviser and committee. Additional detailed information may be obtained from the Graduate Liaison.
MASTER OF ARTS IN 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 core courses (ANTH 5003 or 5223, 5363) and must earn a grade of B or higher in each course. As well, students will complete graduate linguistic anthropology courses (5013, 5063, 5613, 5623 or LING 5363, 5633 or ANTH 5153) and six hours of guided electives selected in consultation with his/her adviser and committee. Detailed information may be obtained from the Graduate Liaison.

DOCTOR OF PHILOSOPHY DEGREE

There are three tracks in the Ph.D. Program in Anthropology: Archaeology, Health and Human Biology, and Sociocultural and Linguistic Anthropology. There are specific additional required courses within each track. Beyond the 30 credits required for the M.A., these tracks generally require an additional 30 hours of coursework and 30 hours of dissertation research for a total of 90 credit 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.

Department of Biology

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Faculty Roster


Degrees Offered

- Bachelor of Science
- 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. For additional information on graduate programs, please refer to the Graduate College’s website at http://gradweb.ou.edu/.

General Information

The program in Biology began soon after the University of Oklahoma was founded, and the first Ph.D. degree awarded by OU was through the department. Faculty research and the graduate program have internationally-recognized strengths in 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, organismal biology, and vertebrate paleontology. These foci fall under 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 Museum, the Oklahoma Biological Survey, and the Stephenson Research and Technology Center enhance the research opportunities for faculty and graduate students.

The Department of Biology 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 courses.

Biology 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 Biology 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, the Minority Associate of Pre-Health Students, and Alpha Epsilon Delta are sponsored by Biology faculty members and allow students with common interests to take field trips and hear talks about career planning and other important topics. The Biology Aid Program is comprised of undergraduate students who volunteer to tutor other students in introductory biology courses. It is a rewarding experience for both the student volunteers and those with whom they work.

The Biology Association of Graduate Students works with the faculty to organize the weekly seminar program of visiting scholars and other educational enrichment opportunities for both graduate and undergraduate students. Additional weekly seminars in neurobiology, ecology and evolutionary biology, and molecular, cell and developmental biology provide venues for graduate students and faculty to discuss research ideas and findings.
RESEARCH OPPORTUNITIES
Undergraduate students can participate in research with Biology faculty in a number of ways, such as independent Study courses and Honors Research courses. Original research is central to our graduate programs, and graduate student research in the department spans the entire range of biological inquiry from molecules to organisms to ecosystems.

Special Facilities and Programs
The Biology Department is housed in Richards and Sutton Halls, and the Oklahoma Biological Station at Lake Texoma. These facilities contain faculty and graduate student offices, research and teaching laboratories, multi-user molecular and confocal microscopy laboratories, maintenance shop, departmental stockroom, 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, fish, 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 MUSEUM
The University of Oklahoma Biological Station, located on Lake Texoma, on the Oklahoma-Texas border, is a permanent field station with a resident staff of research scientists that provides year-round facilities for faculty and students. Its summer session with approximately six courses is attended by undergraduate and graduate students from throughout the country. Students also use research collections and laboratories at the Sam Noble Museum, and participate in field and laboratory research through the Oklahoma Biological Survey.

AQUATIC RESEARCH FACILITY
This facility, located on the University South Campus, includes four 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 animal 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 Biology, based on nominations, merit, and financial need.

HOMER F. TIMMONS BIOLOGY AND BIOSTATION SCHOLARSHIPS
The department awards scholarships of up to $3,000 to undergraduate or graduate students majoring in Biology, 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 Biology or the Office of Financial Aid Services.

All applicants to our graduate program are automatically considered for teaching and research assistantships at the time of application. These assistantships provide a stipend, tuition waiver, and health insurance. For more information, contact the Department of Biology.

Undergraduate Study
The biology 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 for which biology 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 not all courses are offered every semester. Each major or prospective major should work closely with the biology advisory office on a regular basis to plan a program which will meet their 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.

Biology majors may also work for the standard secondary teaching certificate in science. For information consult an academic adviser in the Office of Student Academic Services.

The Department of Biology has an honors program which involves original research and the writing of an honors thesis. Qualified students should consult the biology Honors Liaison for details.

The department offers undergraduate majors an opportunity to participate in undergraduate teaching and faculty research programs. The biology major must complete 36 hours of major coursework, with at least 16 of these hours at the upper-division level. A grade of C or better must be earned in each major course and major support course.

The following courses may not be counted as major work in biology: BIOL 1003, 1005, 1013, 1114, 1121, 1203, 2103, 2124, 2234, 2255.

BACHELOR OF SCIENCE
Majors in biology must take the following courses: Biology 1124, 1134, 2013, 2113 or 2913 or 4913 or Psychology 2113, 3333, and 4983.

In addition, 16 elective biology hours are to be selected from a list in consultation with a departmental advisor. Advisory Career Tracks have been developed to help organize selection for those students with specific interests. The Advisory Career Tracks are:

• Biomedical Science
• Ecology and Evolutionary Biology
• Neurobiology, Cell Signaling and Development

Two upper-division courses with laboratories must be included in the major work (not including independent study, honors reading, or honors research). At least one field course and participation in
the summer program of the Biological Station at Lake Texoma are strongly recommended.

Up to 6 elective biology credit hours may be taken from courses offered from outside of Biology. Specific courses must be approved by the Advising Office.

The following courses in related sciences are also required for all biology majors: Chemistry 1315 and 1415; Chemistry 3053, 3152 and 3153 or 3653; History of Science 3013 or 3023, or an approved course in ethics in medicine or biology; Mathematics 1743 or 1823; Physics 2414 and 2424 (or 2514 and 2524).

MINOR
A minor requires a minimum grade of C in 20 hours of courses, including Biology 1114, 1121, nine upper-division hours, and at least two laboratory courses beyond 1121.

Minors may substitute Human Anatomy (2255 or 2234) for Comparative Anatomy (2204) or Human Physiology (2124) for Principles of Physiology (3103).

Graduate Study

AREAS OF SPECIALIZATION
Graduate student and faculty research in the department can be described by two overarching intellectual themes: 1) Ecology and Evolutionary Biology, and 2) Neurobiology, Cell Signaling and Development. Many faculty have research interests that span these themes as reflected by current research foci in the department: 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, organismal biology, systematics, and vertebrate paleontology.

In addition to M.S. and Ph.D. Biology programs, many biology faculty participate in two other biology Ph.D. programs on campus: Ecology and Evolutionary Biology (www.ou.edu/eeb) and Cellular and Behavioral Neurobiology (www.ou.edu/cbn).

Detailed information may be obtained from the Director of Graduate Studies or by contacting biologygrad@ou.edu.

ADMISSION REQUIREMENTS
Applicants for admission must submit a University of Oklahoma graduate application, personal statement, three letters of recommendation, and scores on the general Graduate Record Examination (GRE) in addition to the other credentials required by the Graduate College. The GRE Biology subject test is strongly recommended but not required. Prospective students may obtain information about times and places for the GRE from the Educational Testing Service (www.ets.org/gre). The deadline for applications is December 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 (IBT, www.ets.org/toefl) or International English Testing System (IELTS; www.ielts.org).

PREREQUISITES FOR FULL GRADUATE STANDING
Students admitted with full graduate standing generally have a baccalaureate degree in biological sciences or a related field. Any missing background undergraduate coursework that would be required to reach full graduate standing will be determined on a case by case basis that takes into account the student’s background and intended area of research and study. This determination will be made by the Graduate Selections Committee, in consultation with the proposed major professor, before an offer of admission is made.

Courses needed to fulfill requirements for full graduate standing cannot be taken on a pass-no pass system of grading and must be completed within the first 18 hours of coursework, but preferably within two semesters.

During the first academic year of graduate work, the student must have made an agreement with a faculty member to serve as major professor and meet with their advisory committee.

All students in a biology graduate degree program must complete a course in biostatistics (Biology 4913 or equivalent). An introduction to biochemistry is strongly recommended, as is a course in evolution. Additional details of a student’s graduate program are arranged in conference with their advisory committee.

Summer study at biological stations, research laboratories or as a member of an approved field research party is strongly recommended.

Degree Requirements

MASTER OF SCIENCE DEGREE
Students interested in teaching science in the secondary schools are referred to the degree of Master of Natural Science offered through the College of Education. Zoology is one of the fields which may be used to meet requirements of this degree.

DOCTOR OF PHILOSOPHY DEGREE
Students must meet the general requirements for the Ph.D. degree as stated in the Graduate College Bulletin. Beyond this, doctoral programs are individually planned by the student’s advisory conference. Minimal requirements that apply to all biology doctoral programs are the attainment of an advanced level of achievement in a special field of interest and at least two supporting fields, and two semesters’ service as a teaching assistant. Students advance to Ph.D. candidacy upon successful completion of both written and oral portions of the General Examination. A portion of the oral examination must include defense of a dissertation proposal. The general examination must be taken by the student’s fifth semester in the Ph.D. program. Detailed information can be obtained from the Director of Graduate Studies.
Department of Chemistry and Biochemistry

Ronald Halterman, Chair
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Faculty Roster

Professors Ashby, Glatzhofer, Halterman, Hansmann, Liu, Mao, Nelson, Richter-Addo, West, White, Zgurskaya; Associate Professors Cichewicz, Morvant, Rice, Rybenkov, Schroeder, Sims, Yip; Assistant Professors Biggs, Bourne, Burgett, Clifford, Duerfeldt, Krishnamoorthy, Li, Petrushenko, Sharma, Thomson, Yang.

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. The Department also has an exchange program with Blaise Pascal University in France for a collaborative M.S./Engineering degree.

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 four 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, 3053 and 3064; 3153 and 3164; 3012, 3152, 3064 and 3164; 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-six hours beyond General Chemistry are required.

The required courses for this major are: 1315, 1415 or 1425, 3005, 3064, 3164, 3421, 3423, 3521, 3523, 3653, 3753, 4753, and 4913 or 4923 or 4933; BIOL/MBIO/PBIO 4843; MATH 1823 or 1914 and, 2423 or 2924; and PHYS 2514, 2524 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. Forty hours beyond General Chemistry are required.

The following courses for this degree are: 1315, 1415 or 1425, 3005, 3064, 3164, 3421, 3423, 3521, 3523, 3653, 4023, 4033, 4331, 4444, and 4913 or 4923 or 4933; MATH 1823 and 2423 or 1914 and 2924; and PHYS 2514, 2524 (recommended) or 2414, 2424, and 1311, 1321.

BACHELOR OF SCIENCE – CHEMISTRY AND BIOCHEMISTRY

STANDARD OPTION

This program is generally pursued by students interested in studying science from a more interdisciplinary perspective. A minimum of 36 hours beyond General Chemistry are required for this degree.

The required courses for this degree are: 1315, 1415 or 1425, 3005, 3064, 3164, 3421 and 3423, 3521 and 3523, 3653, 4023; one course from 4033 or 4444; three hours from 3753, 4331, 4753 or 4970; and 4913 or 4923 or 4933; MATH 1823 and 2423 or 1914 and 2924; and PHYS 2414, 2424, or 2514, 2524.

BACHELOR OF SCIENCE – CHEMICAL BIOSCIENCES

This program is appropriate for students who are specifically interested in a health profession, and who do not have in interest
in a chemistry or biochemistry graduate program or a career in the chemical industry. A minimum of 40 hours beyond General Chemistry are required for this degree.

The required courses for this degree are: 1315, 1415 or 1425, 3053, 3152, 3153, 3451, 3453, 3653, 3753; 4913 or 4923 or 4933; BIOL 1124; MBIO 3812 and 3813; BIOL/MBIO/PBIO 4843; minimum of four hours from the following BIOL lecture/lab combinations: 3101 and 3103, 3201 and 3203, 3333 and 3342, or 4244; minimum of three hours from the following: BIOL 2124, 2234, 3113, 3214, 4223, MBIO 3103, 3201 and 3203, 3333 and 3342, or 4244; minimum of four hours from the following: CHEM 1003, 1113, 1124, 1125, 1313, 1314, 2123, 2124, 2125, 3113, 3114, 3152, 3153, 3451, 3453, 3653, 3753; 4913 or 4923 or 4933; BIOL 1124;

CHEMISTRY MINOR

Students majoring in other subjects may complete a minor in chemistry by completing 15 hours of coursework acceptable for major in chemistry, of which no more than three credit hours may be independent study. CHEM 4232 does not apply toward the minor.

ADVISING

It is imperative for students considering a major in chemistry to contact the personnel in the Chemistry Advising Office (214 Chemistry Building Annex). 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, 3433, 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, 1000 Stephenson Life Sciences Research Center.

Department of Classics and Letters

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Faculty Roster

Professors Greene, Harper, Stanley; Associate Professors S. Huskey; Associate Professor Emeritus Catlin; Assistant Professors Butterfield, Coodin, R. Huskey, Porwancher, Schumaker, Watson; Instructors Beck, Chambers, Hansen, Wagner, Walker-Esbaugh.

Degree Offered

- Bachelor of Arts in Letters
- 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. Through its focus on the classical world, the program gives particular attention to the skills necessary for success in the information age: oral and written communication, independent and critical thinking, and the management and evaluation of information. Students also have the opportunity to participate in archaeological excavations at various sites in the Mediterranean region under the auspices of the Center for Classical Archaeology and Civilizations, which is housed in the Department of Classics and Letters.

The Classics program offers students three degree options. In the first, students pursue a more traditional curriculum which emphasizes the study of the Greek and Latin languages. This option is ideal for preparing students to enter upon advanced study in graduate school or seminary, but it will also benefit those desiring solid training in the liberal arts for a variety of careers, such as law, medicine, business, education and government. Students who select this option study both Greek and Latin literature in the original languages and in translation, and they also take courses on all aspects of the ancient world. The second degree option emphasizes the Latin language and is intended for those who wish to teach Latin at the high school level. The third option, Classical Studies, is a traditional liberal arts major for undergraduates with an interest in ancient Greece and Rome. It is similar to our Letters program in its emphasis on history, literature, philosophy, language, and culture, but it focuses on Classical civilization. This option is ideal for students who have an interest in ancient Greece and Rome, but do not wish to pursue the training in the Greek and Latin languages necessary for admission to graduate school in Classics. With the exception of the required courses in either Latin or Greek, the course materials are in English. The Classics faculty works closely with students to help them explore their academic and professional opportunities after graduation. Alumni have gone on to careers in banking, business, education, law, and politics.

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 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 the major movements of Western civilization. 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, Literatures and Linguistics), Letters, and Philosophy (Philosophy, Political Science and Religious Studies). 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.

Letters students may pursue a concentration in Constitutional Studies, under the supervision of the Institute for the American Constitutional Heritage. The requirements for this concentration are the same of the traditional Letters degree, but 15 of the required 36 hours must be in courses approved by the Institute for the American Constitutional Heritage.

The Letters major provides 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 religious ministry.

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 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.

The John H. Hansen Prize for Future Teachers of Latin has been established by John Hansen, an instructor in the Department of Classics and Letters, in honor of his father. This prize is awarded to students who have demonstrated a commitment to the teaching of Latin at the high school level in Oklahoma.

All of the above mentioned scholarships are awarded on the basis of academic achievement and financial need. Applications for the scholarships are available in the main office of the department and on its website.

Undergraduate Study

Classics

Students majoring in Classics may choose a major concentration in Classical Languages (Greek and Latin), Latin or Classical Studies.

In order to fulfill the requirements of a major concentration in Classical Languages, students must earn 56 hours of credit in Latin, Greek and Classical Culture courses including at least 18 hours numbered 3000 and above. Courses taken in related subjects must have prior approval of the Classics and Letters Department in order to be counted as major work. 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.

In order to fulfill the requirements of a major concentration in Latin students must earn 46 credit hours in courses in Latin and Classical Culture including at least 24 hours numbered 3000 and above. Courses taken in related subjects must have prior approval of the Classics and Letters Department in order to be counted as major work. 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.

The concentration in Classical Studies requires 36 hours of courses in Classical Culture (27 hours of which must be in courses numbered 3000 or above, including the capstone), 6 hours of supporting courses in Greek or Latin languages at the intermediate level or above. Up to 9 hours may be in related subjects, including Greek, Latin, or Letters courses, with prior approval of the Department of Classics and Letters. This concentration requires students to maintain a minimum GPA of 2.5.

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.

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, Letters, and Modern Languages, Literatures, and Linguistics), and philosophy (which may also include work in specified courses in Political Science and Religious Studies). Letters courses (i.e., those designated as LTRS), 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.

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. Neither Classical Culture 2412 nor Classical Culture 2413 may be counted toward the minor.

LATIN OR 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.

CONSTITUTIONAL STUDIES MINOR

Students wishing to minor in Constitutional Studies must earn 15 hours in courses approved by the Institute for the American Constitutional Heritage Twelve hours must be upper division, spread over four themes. The student must complete at least one course from each of the following units, plus one more from any of them: Ancient Foundations of Law and Justice, The Philosophical Background of American Constitutionalism, The American Founding, and The Constitutional Legacy in Modern America.
Department of Communication

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Faculty Roster

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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 18 upper-division hours. The undergraduate program of study follows a four-step sequence:

- COMM 1113, 2613, and a statistics course chosen from 2513, ECON 2843, PSY 2003, or SOC 3123;
- COMM 2713, 3023,
• 18-21 hours of COMM electives, 12-15 hours of which must be upper-division; and
• COMM 4713.

Students are required to make a C or better in COMM 2713, 3023, 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 required course. The remaining 18-21 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) 3810 may count for no more than six hours of the minor, and 4990 may count for no more than three hours of the minor. 2713 must be passed with a grade of C or better and may be repeated only once to attain the required grade. 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, Political/Mass Communication, Health, Intercultural/International, Organizational, and Communication Technology/Computer Mediated are the six 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 1100 based on old scoring and 300 based on new scoring (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 the following required hours: COMM 5003, 5013, 5313, and at least one of the following two courses (5033 or 5323), 6023 (6-9 hours), 6314 and 32 hours of coursework in a major concentration. Two tools must be COMM 5003 and 5313; the student’s advisory committee may assign additional research tools (6-9 hours total) if deemed necessary. Dissertation hours, COMM 6980, are included in the minimum 90 hours. A student must take dissertation credit for a minimum of two hours but not to exceed 15 hours. The Ph.D. student 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 third semester 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.

Department of Economics

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Faculty Roster

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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
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.

OU Economics Club
The OU Economics Club seeks to enhance economic knowledge within the OU community through fun and relevant events. Econ Club provides opportunities for the academic, professional, and personal development of its members.

We host a weekly speaker series as well as social outings, company information sessions, an annual conference, and more. The Econ Club also gives OU students the chance to learn more about OU Economics professor’s research, locate informal peer advising and tutoring, and eat free food!

All students are welcome at our events. To receive our weekly newsletter, join our mailing list by sending an email to economics.club@ou.edu

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.

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 degree program leading to the Bachelor of Arts is offered by the College of Arts and Sciences. The major program requires 30 hours of major work in economics with at least 21 of these hours taken at the upper-division level. Economics 1113, 1123, 2843, 3113, 3133, and 4983 must be included in the major work. Mathematics 1743 or 1823, and 2123 or 2423 are also required. Finance 3403 may be counted as major work in economics in the College of Arts and Sciences.

Economics majors must earn grades of C or better in each course in the major work and major support requirements. Students will be required to achieve and maintain a minimum 2.25 GPA in the major, OU retention and combined retention for admission to the program, continued participation in the program and to earn the degree.

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. A grade of C or better must be earned in each course counted for minor credit. Subject to the approval of the Department of Economics, courses that are acceptable substitutes for the major are acceptable in the minor.

Department of English

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Faculty Roster
Professors Bannet, Cottom, R.C. Davis, Hobson, Leitch, Rapf, Schleifer, Velle, Welch; Associate Professors Carter, Coleman, Garofalo, Hodges, Jeffers, John, Kates, Keresztesi, McDonald, Ng, Ransom, Sawaya, Stalling; Assistant Professors Anderson, Kurlinkus, Nelson, Roppolo, Tarabochia, Wieser, Zeigler.

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.

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
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:
- Medieval/Renaissance Literature
- Early Modern and Contemporary British Literature
- American Literatures
- World Literatures
- Genres and Media
- and Theory, Criticism, and Cultural Studies.

Students may elect a writing course as one of the seven. 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, 4933,
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.

ACCELERATED B.A./M.A. DEGREE

The Department of English offers an accelerated degree program
(BA/MA) 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 2 courses (6 hours) to simultaneously satisfy
the requirements of both the B.A. and M.A. degrees. Students
generally apply for the program in their junior year (with 60-75
hours of college credit earned).

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 checksheets 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 courses 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, 3223, 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.

- Literary and Cultural Studies. Non-majors are welcome in
general education courses.
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, 3223, 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 15 semester hours in English or appropriate courses in closely related fields, six hours of which must be upper-division (junior/senior level). 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 Studies; Native American Literature; Composition, Rhetoric, Literacy; Creative Writing; Gender Studies; Medieval and Early Modern Studies; Later British and Anglophone Literary and Cultural Studies; Theory, Media and Cultural Studies. Ph.D. areas are the same as M.A. with the exception of Creative Writing, which is not offered at the Ph.D. level.

FOREIGN LANGUAGE REQUIREMENT
Candidates for the M.A. and Ph.D. must demonstrate reading proficiency in one foreign language. Proficiency in a foreign language may be established by one of the following:

- by passing a translation exam administered by the Department of Modern Languages, Literatures and Linguistics at the University of Oklahoma;
- by earning at least a bachelor’s degree from a foreign institution in which instruction was in one of the required languages; or
- by earning a grade of B or better in two 3-hour graduate reading courses in the language or in equivalent undergraduate coursework.

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 Literary

Criticism and Theory; one course in Composition, Rhetoric, and Literacy; and seven elective courses at the 5000 or 6000 level. A Masters in Composition, Literacy, and Literacy (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; and three elective courses. For both Masters degrees, one English course 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; one course in Composition, Rhetoric, and Literacy; and eight elective courses. A degree in Composition/Rhetoric/Literacy Studies requires one 6000-level seminar in research methods in C/R/L; one 6000-level research seminar in C/R/L; three other courses in C/R/L; two courses in a secondary area of concentration; and three 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.

Film and Media Studies
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Faculty Roster
Professors Horton, Nedeljkovich; Associate Professor Sturtevant; Assistant Professors Boyd, Rueda, Yip.

Degree Offered
- Bachelor of Arts

Undergraduate Study

BACHELOR OF ARTS
The undergraduate degree in Film and Media 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 media studies, writing about film, screenwriting, or production. Students may select from a wide variety of courses in Art, English, Film and Media Studies, History, Journalism and Mass Communication, and Modern Languages, Literatures, and Linguistics 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 Media Studies major requires 39 hours of coursework, including 18 hours at the upper-division level. All Film and Media Studies majors must complete a core curriculum of 18 hours. The remaining 21 hours must be completed from a selection of approved courses from film literature, documentary film, film scriptwriting, visual communication, filmmaking, video production, television or film performance, and other courses as approved.

MINOR
The minor in Film and Media Studies consists of 18 hours to include six hours of specific coursework and 12 hours chosen from approved courses in Film and Media Studies.

Graduate Study
Graduate programs in Film and Media 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 Media 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: D. Bemben, M. Bemben; Associate Professors Beck, Hofford, Taylor; Assistant Professors Ade, Black, Branscum, Cheney, R. Larson. Renewable Term: D. Larson, Tallbear.

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 primarily 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 that is sufficiently broad enough to allow students to develop strong preparation in an area of personal interest related to health and exercise. A minor is also available for non-HES majors at the undergraduate level. The master’s degree program consists of three degree options: Health and Exercise Science, Exercise Physiology, and Health Promotion. The department also offers two doctoral degrees in Exercise Physiology or Health Promotion.

The department encourages participation in the Honors College, departmental research projects, internship and fieldwork experiences, certifications, and membership and participation in professional organizations and societies. All such activities are designed to enhance the basic academic preparation associated with coursework in the core and elective blocks.

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 have much larger student populations.

Facilities
The Department of Health and Exercise Science is located in the S.J. Sarkey’s Complex, which opened in 1981 as the Huston Huffman Center. 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 and Virginia Morris Undergraduate Merit Scholarships 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 full tuition waiver for all courses required for their degree. 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 on hundred twenty (120) 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 an academic adviser. Please contact Candeh Powell (mailto:candeh@ou.edu) for additional information.

Application Information and Criteria for Matriculation
- Application for admission will be accepted two times per year. Deadline for application for the following Fall semester is January 30 and for the following Spring semester is September 30 of each year.
- Minimum eligibility requirements for application:
  - a minimum combined retention and prerequisite course grade point average of 2.75;
  - 60 credit hours completed prior to enrollment in the semester after admission to HES and a minimum of 45 hours completed at the time of application;
  - completion of the following prerequisite courses with a grade of C or better (students may apply for deferred admission if they are enrolled in the last of the prerequisites listed below):
    - HES 2131, 2823, 2913;
    - HES 2214, 2224, and 2255 (or 2234);
    - BIOL 1111 (or 1005), 1121, 2124, and 2255 (or 2234);
    - CHEM 1315;
    - PSY 1113 or equivalent;
    - SOC 1113 or equivalent;
    - COMM 1113 or 2113 or 3483;
    - ENGL 1113 and ENGL 1213 or EXPO 1213; and
    - MATH 1503 or higher.
- Matriculation ranking based on combined retention GPA and prerequisite course GPA (as defined above).

Bachelor of Science in 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 2131, Introduction to HES, HES 2823, Introductory Nutrition, HES 2913, Personal Health, 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 from different content areas. In addition to completion of the required core courses, students are required to complete a minimum 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. Students not selected for matriculation may enroll in other 3000- and 4000-level Health and Exercise Science elective courses if they otherwise meet the course prerequisite requirements. HES majors must earn grades of C or better in all HES and prerequisite courses to be considered for graduation.

SERVICE COURSES
HES courses numbered below 2000 (except HES 1823, Scientific Principles of Health and Disease) are basic skills courses which include the teaching of specific skills, rules and regulations when appropriate, and nomenclature of a sport or recreational activity. The basic skills courses represent lifetime health, fitness and leisure activities to enhance the lifestyle of all participants. All basic skills courses are graded S/U and have attendance requirements.

MINOR
A minor in Health and Exercise Science is available to students completing their major requirements in other departments. At least 6 hours of the minor coursework must be completed as a resident of the University. The minor includes 18 total hours of coursework, designated within the department. Six of those 18 hours are lower-division courses (1823, Scientific Principles of Health and Disease, and 2913, Personal Health). The other 12 hours are from our upper-division electives. HES 3893, Facts and Fallacies of Exercise and Nutrition, may be used for minor credit. Students pursuing the minor are not eligible for field experiences, internships or independent study credit.

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
There are three degree options available for students interested in pursuing a Master of Science in the Department of Health and Exercise Science: 1) Health and Exercise Science (32 hours); 2) Exercise Physiology (30 hours); and 3) Health Promotion (30 hours).

Each degree option requires a basic core of graduate courses, an area of electives related to the degree option and approved by the student’s advisor and the completion of a research requirement. The research requirement involves a minimum of eight credit hours, including HES 5953, Research Methods, HES 5963, Statistical Applications, and a thesis or non-thesis project. The non-thesis option is available only for the Health and Exercise Science option.

A thesis MS program requires 30-32 hours of coursework (depending on the degree option), including four-six hours of thesis credit and satisfactory defense of a thesis (HES 5980). The non-thesis program requires the completion of a minimum of 32 hours of coursework, including 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, exercise physiology and nutrition which is designed to prepare students for health/fitness professions, working in a variety of settings and with varied target groups. Core: HES 5523 or 5563, HES 5823 or 5853.

Exercise Physiology: A program emphasizing research in the specific discipline of Exercise Physiology and is designed to prepare students to continue their research in the doctoral programs. Core: HES 5823, 5833, 5853.

Health Promotion: This option emphasizes research specific to the discipline of Health Promotion and is designed to prepare students to continue their research in doctoral programs. Core: HES 5523, 5553, 5563.

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, or four academic years beyond the master’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.

Departmental requirements will conform to University policies in the following areas:
- residency requirements,
- limitations to the number of 3000/4000 level courses that may be applied to the degree,
- transfer credit,
- time limitations,
- general examination,
- use of human subjects/animals in research, and
- completion and defense of the doctoral dissertation.

The Doctor of Philosophy degree (Ph.D.) can be awarded in either Exercise Physiology or Health Promotion.

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 or 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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Faculty Roster

Professors G. Anderson, Bradford, Brosnan, Chappell, Evans, Gilje, Griswold, Hart, Levenson, J.S. Lewis, Norwood, Rugeley, Snell, Stillman, Ward, Wrobel; Associate Professors Cane-Carrasco, Davis, Faison, Holguin, Kelly, Keppel, Magnusson, Metcalf, Olberding, Schapkow, Shepkaru, Stockdale, Wickersham; Assistant Professors Folsom, Gross, Holland, Saho; Professor Emeritus Drummond, Glad, Hurtado, Levy, Lowitt, Morgan, Pisani, Savage, Shalhope, Shelden.

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

A history degree is a passport to a wide variety of careers in the public and private sector. It provides intensive training in marketable skills such as research, objective analysis, and writing, along with a broad knowledge of different cultures, geographic regions, and time periods. Many history majors go on to careers in law, education (teaching or administration), public service, or business. Numerous government agencies such as the Foreign Service, CIA, FBI, national and state parks, the Peace Corps, and social services have positions for history graduates. Other hiring institutions include business corporations, educational institutions, the travel and tourism industry, the media (newspapers, journals, TV and film), museums, foundations, and public relations firms. Graduates with liberal arts degrees (including history) are prime candidates for executive training programs in private business. They may become archivists, curators, consultants, analysts, criminologists, genealogists, librarians, lawyers, teachers, researchers, writers, or publishers. In addition to the many career benefits, history majors will discover that their studies 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 Eric R. England Scholars Scholarship was first presented in 2012 and is presented to the Outstanding Upcoming Senior history student.

The Bea Mantooth Estep Scholarship is presented to the most outstanding graduate student in Oklahoma or Latin American History.

The Anne Hodges and Wayne Morgan Fellowship is presented annual to outstanding doctoral candidates in support of research travel. The History Department has graduate assistantships available each year.

Undergraduate Study

 Majors must complete 36 hours of major work in history. All majors must complete 15 hours of HIST surveys: A US History survey (1483 or 1493), a methods survey (2573), and one course from any three of the following four groups:

- Ancient/Medieval — 1113, 1613, 1913, 2013, 2023;
- European — 1223, 1233, 1623;
- Near/Far Eastern — 1723, 1733, 2013, 2683;
- Latin American/African — 1923, 2613, 2623, 2713.

The remaining 21 hours must be at the 2000-level or above with at least 15 hours at the 3000-4000 level. One of these upper-division
courses must be a colloquium (3573), and one must be a senior capstone seminar (4973). A 2000-level class which has been used to meet a survey requirement cannot be used toward the 21 major elective hours.

While all majors have the same survey requirements, upper-division students can choose between two degree options. The traditional major aims at geographic breadth, and requires that the major electives (including the colloquium) be distributed among three areas with 6 hours in each category, plus a capstone in any area:

- United States
- African/Asian/Latin American/Russian/Near Eastern
- European

The field of concentration option allows students to focus on a particular geographic region or thematic approach, and requires 15 upper-division hours within the field. Colloquia and capstones on approved topics can count towards field of concentration hours, but neither are required to be in the field. The fields of concentration are:

Geographic: Asian History; European History; Latin American History; Middle Eastern History; United States History.

Thematic: Premodern History; Cultural & Intellectual History; Race, Ethnicity & Identity; Women's & Gender History; History of War, Revolution, & Diplomacy; Legal & Constitutional Heritages.

Lists of courses approved for each traditional category and field of concentration are available on the departmental website.

Students who plan to teach History at the secondary level are advised to take the traditional major, while pre-law students should consider the Legal & Constitutional Heritages field of concentration.

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 and core areas in which the department usually provides funded graduate teaching assistantships are in the areas of the American West, Native American history, environmental history, and Latin American history. The department can also offer advanced degrees in American history, European history, Far Eastern history, African history, ancient history and Jewish history, although not usually funded with graduate teaching assistantship positions.

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 several graduate seminars, HIST 5001, and a thesis. The nonthesis program requires at least 34 hours; included in these requirements are several graduate seminars, HIST 5001, 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 primarily in the core areas listed above. 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 nine seminars (three in a general area, three in a thematic area, and three in a comparative area), HIST 5001, 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

Hunter Heyck, Chair
Stephen P. Weldon, Graduate Liaison
625 Physical Sciences Center
Norman, OK 73019-0315
Phone: (405) 325-2213
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Internet: http://cas.ou.edu/hsci
email: hheyck@ou.edu

Faculty Roster

Professors Barker, Livesey; Associate Professors Crowther, Heyck, Magruder, Moon, Pandora, Vermij; Associate Professor Hale; Assistant Professors Palmeri, Soppelsa, Weldon; Adjunct Associate Professors Hamerla, Tracy.

Degrees Offered

- Bachelor of Arts in History of Science, Technology & Medicine
- Master of Arts in History of Science, Technology and Medicine
- Master of Arts in History of Science, Technology and Medicine/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 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 and non-Western civilization. The department offers a number of undergraduate courses, and students may matriculate in an undergraduate major, undergraduate minor, or a specially planned program. 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 a major, a minor, or a planned program with an emphasis in the history of science should consult with the undergraduate academic adviser; those who plan to apply for admission to the graduate program in the history of science, technology and medicine should consult with a faculty member of the department or the graduate studies coordinator regarding relevant courses.

Scholarships and Financial Aid

The Department of History of Science offers the undergraduate Corliss E. and Esther C. Livesey Endowed Scholarship carrying a cash stipend to outstanding history of science, technology and medicine full-time major students who have earned 15 hours of major coursework and who have a minimum overall grade point average of 3.25. Eligible students submit applications for the award.

To honor Everette L. DeGolyer, and to recognize his affiliation with the History of Science Program at the University of Oklahoma, the University awards the Everette Lee DeGolyer History of Science Fellowship to a graduate student in the Department of the History of Science. The fellowship carries a $2,500 award to augment the graduate assistantship stipend. The Department of the History of Science nominates eligible applicants during the annual recruitment and application cycle.

The History of Science Department offers graduate assistantships as available each year. 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 twelve 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

MAJOR
Majors must complete a minimum of 36 hours of HSCI courses, 21 of which must be upper-division hours. The 21 upper-division hours include the junior seminar and the capstone course. A grade of C or higher must be earned in each course counted toward major credit. If they wish, students may choose a specific emphasis within the major: technology and society; biology, medicine and society; or, a traditional history of science emphasis.

Majors must complete one course from each of the following groups:

- Global
- Pre-1750 Period
- Post-1750 Period

Majors must complete 1 survey/introductory course from 2 of the 3 following areas:

- History of Medicine
- History of Technology
- History of Science

Majors must complete a 3-hour junior seminar in the History of Science, Technology and Medicine: Junior Seminar - 3993

Majors must complete a 3-hour capstone in the History of Science, Technology and Medicine: Capstone - 4993

Majors may choose 15 elective hours from courses offered within the department to complete the total credit hours requirement.

Up to 6 hours (2 courses) taught in other departments may be counted towards the major, subject to written prior approval of the HSCI departmental undergraduate academic adviser.

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

The History of Science Program is especially strong in the following areas of specialization, because of the concentration of faculty working in the area, the availability of material resources in support of the field, and by institutional linkages with other departments and programs in allied specializations: premodern science, biological and social sciences in the modern world, science and religion, American science, history of technology, science and popular culture, medicine and biomedical science, and new media in history of science, technology and medicine.

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 courses, 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. The department requires international students to submit a TOEFL or IELTS 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.

MAJOR OF ARTS IN HISTORY OF SCIENCE, TECHNOLOGY AND MEDICINE
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 non-thesis option, which includes a comprehensive final examination.

MAJOR OF ARTS IN HISTORY OF SCIENCE, TECHNOLOGY AND MEDICINE/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 in lieu of the comprehensive exam.

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
Wesley Long, Chair and Graduate Liaison
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E-mail: wlong@ou.edu

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:
- H R 3003, Human Relations Theory,
- H R 3013, Introduction to Human Relations,
- H R 3033, Writing for Human Relations Professionals,
- H R 3043, Interpersonal Skills and Group Dynamics,
- H R 4013, Social Change Process,
- H R 4503, Applied Research, and
- H R 4513, Service Learning (capstone).

In addition, students are required to complete 15 hours of HR coursework in three categories of electives: organizational studies, diversity, and current problems. Students must take at least one course from each category, which provides the student coursework in each area, but also allow them to concentrate in an area of interest. In so doing, the student can focus on taking courses most relevant to their career goals. A grade of C or better is required in each of the major requirements.

Undergraduate majors must also complete 15 hours of major support requirements from each of the following areas based on career interest and professional development:
Global/ Multicultural Perspectives: 3 hours
- AFAM 2003 Introduction to AFAM
- AFAM 2113 Africa & Diaspora
- AFAM 3133 Introduction to African Aesthetics
- AFAM 4713 Afrocentric Thinking and the Civil Rights Movement
- ANTH 2203 Peoples of the World
- ANTH 4623 Approaches to Cross-Cultural Human Problems
- ANTH 4903 Race & Ethnicity
- GEOG 1103 Human Geography
- IAS 2003 Understanding Global Community
- IAS 3033 International Human Rights
- NAS 1013 Introduction to Native American Studies
- RELS 2403 Introduction to Comparative Religions
- RELS 3313 World Religions in America
- SOC 3623 Racial & Ethnic Minorities
- SOC 3803 Inequity in a Global Perspective
- WGS 1003 Introduction to Women’s and Gender Studies
- WGS 3233 Women Creating Social Change

Personal/Social Development: 3 hours
- ANTH 1823 Religion in Everyday Life
- COMM 1113 Principles of Communication
- COMM 2213 Interpersonal Communication
- COMM 2613 Public Speaking
- PSY 1113 Elements of Psychology
- RELS 1113 Introduction to Religious Studies
- RELS 2413 Religion, Culture, Meaning of Life
- SOC 1113 Introduction to Sociology
- SOC 3683 Wealth, Power and Privilege
- SOC 3723 Sociology of Family
- SOC 3733 Sociology of Gender
- SOC 3843 Sociology of Aging
- SOC 3923 Alcohol, Drugs and Society

Social Responsibility/ Ethical Living: 3 hours
- GEOG 1203 Global Environmental Issues
- GEOG 3233 Principles of Sustainability
- IAS 3083 International Activism
- PHIL 1203 Phil. & Human Destiny
- PHIL 1213 Introduction to Ethics
- PHIL 1263 Ethics in Health Care
- PHIL 1713 Justice in Society
- PHIL 3283 Environmental Ethics
- PHIL 3743 Feminist Philosophy
- PHIL 3753 Philosophy of Race
- PSC 3113 Bureaucracy & Citizenship
- PSC 3213 Law, Politics & Society
- WGS 3123 Social Justice & Social Change

Organizational: 3 hours
- BAD 2113 Introduction to Business
- BC 2813 Business Communication
- COMM 2113 Business & Professional Communications
- ECON 1113 Principles of Microeconomics
- ECON 1123 Principles of Macroeconomics
- LSAL 3113 Leadership in Organizations
- LSAL 4123 Quality Initiatives in Organizations
- MKT 2013 Introduction to Marketing
- PHIL 3273 Ethics & Business

Statistics: 3 hours
- COMM 2513 Introduction to Statistics
- ECON 2843 Elements of Statistics
- PSC/SOC 3123 Social Statistics
- PSY 2003, Understanding Statistics
- PSY 2113 Research Methods I
- SWK 2223 Statistics for Social Work

MINOR IN HUMAN RELATIONS
Students must successfully complete at least 15 hours in Human Relations, including at least 9 hours at the upper-division level. Specific requirements are H R 3013, H R 3043, H R 4013, and 2 courses chosen from a group of approved Human Relations courses.

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.

Each student pursuing a Master of Human Relations degree is expected to initiate curriculum planning with a major advisor 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 and gender 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.

Master of Human Relations Degree
The curriculum may be a nonthesis, 36 semester credit hour program, or a thesis 32 semester credit hour program, plus at least four hours of research for master's thesis. The internship is an integral aspect of skill development for all human relations majors. A concentration in a particular area of human relations may incorporate the thesis or nonthesis option.

Nonthesis Option
Candidates selecting this option must include in their program the following Human Relations courses: 5003, 5013, 5023, 5093 and six
hours of 5200 (Internship). A comprehensive examination is required prior to completion of the degree. This examination will be based on major concepts, issues and strategies underlying the field of human relations, plus areas of concentration.

**Thesis Option**
As with the nonthesis option, the following Human Relations courses are required: 5003, 5013, 5023, 5093 and a second research class. A thesis is required.

The thesis option does not require an internship or a comprehensive examination. However, the student must complete an additional research course to be selected by the student’s thesis committee.

**Graduate Certificates in Human Relations**
Courses can be double count towards a graduate degree and a graduate certificate. However, courses cannot be double counted towards more than one graduate certificate.

The Graduate Certificate in Helping Skills in Human Relations provides professionals in a wide variety of helping professions with the knowledge and skills to improve relationships, and to be effective and ethical helpers. Twelve hours of coursework is required: H R 5003 Theoretical Foundations in Human Relations, H R 5463, Counseling Skills in Human Relations, H R 5453, Ethical Issues in Human Relations Counseling and a counseling elective.

The Graduate Certificate in Human Resource Diversity and Development allows professionals to develop the skills and knowledge needed to be successful in the contemporary workplace. Students will learn how to develop human resources and address social justice and diversity issues in work settings. Twelve hours of coursework is required: H R 5143 Human Resources for Human Relations Professional, H R 5323 Organizational Behavior in Human Relations, H R 5053 Diversity and Justice in Organizations, and one organizational elective.

**Interdisciplinary Perspectives on the Environment**
Deborah W. Dalton, Director and Professor
555 and 556 Monnet Hall
Norman, OK 73019-0375
Phone: (405) 325-0595
Internet: 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 at least 18 hours of coursework, including at least nine hours at the upper-division level. The minor requires IPE 1013, along with the following:

One of the following Biological Science courses: BIOL 1003, BIOL 1005, BIOL 1013; BIOL/PBIO 2404

One of the following Physical Science courses: GEOL 1114; GEOL 1024; GEOL 2014; METR 1014, METR 1034, METR 2903; PHYS 1114

One of the following Humanities courses: HIST 3173, HIST 3493, HIST 4553; HSCI 3473, HSCI 3833; IPE 3003; NAS 3113; PHIL 3293, PHIL 3633

One of the following Natural Science courses: BIOL 3403, BIOL 4563; GEOG 3023, GEOG 4203, GEOG 4283, GEOG 4343, GEOG 4443; GEOL 3154, GEOL 3633; IPE 3603, IPE 3633; METR 4553; PBIO 3451 and 3453

One of the following Social Science courses: ANTH 4103; GEOG 3253, GEOG 3443, GEOG 3563, GEOG 4433; GEOG 4573; IPE 3013, IPE 3023, IPE 3103, IPE 3203, IPE 3213, IPE 3223, IPE 3233, IPE 3303, IPE 3313, IPE 3413, IPE 3423, IPE 3503, IPE 3613, IPE 3623; PSOC 3233; SOC 3643.

**The Schusterman Center for Judaic & Israel Studies**
Norman A. Stillman, Professor of Judaic History, Director
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Norman, Oklahoma 73019
Phone: (405) 325-6508
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Internet: http://www.ou.edu/cas/judaicstudies/
email: nstillman@ou.edu

**Faculty Roster**
Professors Levenson, Stillman; Associate Professors Kritz, Schapkow, Shepkaru; Visiting Assistant Professor Lewental; Instructor Reches. In addition, the faculty of the Judaic Studies Program is comprised of approximately 14 faculty members from departments across the University.

**Degree Offered**
- Bachelor of Arts

**General Information**
Judaic Studies explores the history and culture of the Jewish people over a period of four millennia in the Land of Israel and the Diaspora (their dispersion throughout the world) through the tools of the humanities and the social sciences. The field began as an academic discipline in Europe during the nineteenth century and developed in universities and research centers the world over in the twentieth century. Israel Studies is a much more recent field developed over the last fifty years and is dedicated to studying and interpreting the history, culture, politics, and society of the modern State of Israel.
The Schusterman Program in Judaic and Israel Studies is an interdisciplinary program offering a wide variety of courses in Jewish history in all periods and places, Hebrew language and literature at all levels, Yiddish, Ladino (Judeo-Spanish), Bible, religious thought, philosophy, Jewish literature in translation, as well as anthropological, sociological, and political perspectives on the Jewish and Israeli experience.

**Scholarships and Financial Aid**

The Zarrow Family Scholarship for Judaic Studies was established by Jack and Henry Zarrow of Tulsa, Oklahoma. The Zarrow Family Scholarship provides important educational support funding to undergraduate, graduate and exchange students and serves to enrich the Judaic & Israel Studies Program.

The Esther Rose Shnier XI Chapter of Sigma Delta Tau Scholarship was established by the XI Chapter of the Sigma Delta Tau Sorority, a Jewish sorority formerly a part of the University of Oklahoma campus and provides awards to minors in Judaic Studies or Hebrew and to majors in Judaic & Israel Studies.

The Bezalel Foundation Study in Israel Fellowship supports summer, one-, and two-semester study, archeological work, or research projects in Israel.

The Rosalyn W. Price Memorial Scholarship, which is in the process of being funded, will provide awards to minors or majors in Judaic and Israel Studies.

Applications for both scholarships are accepted in the spring semester for awards for the coming academic year.

**Undergraduate Study**

**Bachelor of Arts**

The Bachelor of Arts in Judaic Studies provides students with: 1) a solid grounding in the history and culture of one of the seminal components of modern civilization, 2) in-depth familiarity with one of the most significant countries of the Middle East, and 3) proficiency in the language of present-day Israel and of Jewish historical creativity.

The Judaic Studies major requires a 33-credit-hour core of courses in addition to completion of four semesters of Hebrew language credits (16 credit hours).

**Core Courses:**

- HIST 3973, History of Judaism (3 credit hours).
- Four courses (12 credit hours) chosen from the following must be completed: HIST 3413, History of Ancient Israel; HIST 3430, Topics: American Jewish History; HIST 3950, Topics: Modern Jewish History; HIST 3963, Rebirth of Israel; HIST 3983, Medieval Jewish History.
- Electives — five courses (15 credit hours), chosen from a list of approved courses, must also be completed.
- Senior Capstone requirement (3 credit hours) must be chosen from the following list of seminars: HIST 4973, Seminar: Militant Religion in the Middle East; HIST 4973, Seminar in Jewish Historiography.

**Major Support Requirements:**

- Students must complete the following language courses for a total of 16 hours: HEBR 1115, Beginning Hebrew; HEBR 1225, Beginning Hebrew continued; HEBR 2113, Intermediate Hebrew; HEBR 2213, Topics in Hebrew Grammar. (Requirement waived with demonstrated proficiency of language.)

**MINOR IN JUDAIC STUDIES**

The minor consists of 22 hours, including nine hours 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 of the language will be required to take additional Judaic courses.)

**Electives:**

- History: 2013 Ancient Near Eastern Civilizations; 2103 Genocide in Modern History; 2123 The Holocaust; 2203 Religion/Archaeology of the Near East, Egypt and Mediterranean; 2223 Evil in Modern Europe; 2503 American Jews/Jewish Americans; 3120 Spain Under Islam; 3203 Transformation of Jews; 3253 Hitler and Nazi Germany; 3293 Anti-Semitism; 3313 Israeli Culture Through Film; 3413 History of Ancient Israel; 3500 Middle East History; 3683 Jewish Mysticism; 3963 Rebirth of Israel; 3770 Jews & Nationality; 3773 History of Heaven and Hell; 3843 International Relations in the Middle East; 3893 Culture and Society in the Middle East; 3950 Contemporary Israeli Society & Politics; 3950 Jews/Christians Under Islam; 3950 Religion, Politics & Society/Mideast; 3953 The Modern Middle East; 3963 The Rebirth of Israel; 3973 History of Judaism; 3983 Medieval Jewish History; 3993 The Evolution of Martyrdom in the Judeo-Christian Civilization; 4003 Jews and Other Germans; 4603 Genesis Through Jewish Eyes; 4613 Old Testament; An Introduction
- Anthropology: 4973, Anthropology of Jews & Jewishness;
- English: 3653, Bible as Literature
- Film and Video Studies: 3843, Yiddish Cinema
- International and Area Studies: 3003 Early Islamic Empires; 3473 Arab-Israeli Conflict
- Modern Languages, Literatures, and Linguistics: MLLL3063, Jewish Literature, Jewish Literature from Antiquity to the Present, 3073 Hebrew Bible as Literature;
- Hebrew: HEBR 3113, Advanced Hebrew, 3223 Advanced Conversation & Reading Hebrew Reading;
- French: 3753 French Culture Through Film
- Spanish: 5333 Studies in Medieval Literature
- Religious Studies: 1115 Introduction to Religious Studies; 2403 Introduction to Comparative Religions; 3213 Religion & Violence; 3313 World Religions in America; 3900 Prophets of Israel; 4640 Field Study in Religious Studies (Huqoq, Israel)

**Graduate Study**

Students who wish to pursue a master’s or doctoral degree with an emphasis in Judaic history may do so through the graduate programs offered in the Department of History.
School of Library and Information Studies

Cecelia M. Brown, Director and Graduate Liaison
Maggie Ryan, Coordinator, Admissions/Academic and Student Support Services
401 W. Brooks, Room 120
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Faculty Roster
Professors Abbas, Brown,; Associate Professors Burke, Kim, Martens, White; Assistant Professors Koh, Lu, Rhinesmith, Rubenstein, Snead; Instructor Zemke.

Degrees Offered
• Bachelor of Arts in Information Studies
• Master of Library and Information Studies
• Master of Library and Information Studies/Master of Arts (History of Science)

AREAS OF SPECIALIZATION
Information behavior, information literacy, use of the public library. User-centered digital libraries. Information, organization of information, sociological issues within the context of libraries & information technology, social factors in the organization of information, information technology, knowledge management, diffusion of innovation. Information technology implementation. Youth services, information behavior, digital media culture, school libraries, education for library and information studies. Bibliometrics. Information industry. Philosophy of information. Theory development and diffusion. Online communities and communication. Health information. Information behavior. Social capital and social networks. Ethnography. Information policy. E-government and government documents. Evaluation of networked library and government services with an emphasis on user-centered access to, use of, and interaction through the internet. Website evaluation. Interconnections between social, cultural, and historical contexts in which recordkeeping activities exist and the implications they have for marginalized or underrepresented communities; critical information; social justice; archival education as a social construct; race and gender theory; archives and human rights. How academic communities use interactive (Web2.0) technologies in their research and knowledge sharing, focused on social bookmarking and learning object repositories.

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, Introduction to Information Studies
• LIS 4063, Information and Communication Technology
• LIS 4223, Information Technology Management
• LIS 4633, Design and Implementation of Web-based Information Services
• LIS 4663, Information Studies Capstone
• LIS 4823, Internship in Information Studies

The remaining 21 semester hours include courses from seven key content areas: Information and Enterprise, Interpersonal Communication, Organizational Communication, Leadership, Information in Society, Information Technology and Technical Writing. A grade of C or better is required for all major courses.

MINOR
The minor requires at least 18 hours of coursework, nine of which must be upper division. Required courses are LIS 2003, LIS 4063, LIS 4223, and LIS 4633. The remaining six hours are selected from courses in the following categories: Information Technology, Information and Society, or Organizational Communication.

Graduate Study
MASTER OF LIBRARY AND INFORMATION STUDIES

Admission Requirements
The University of Oklahoma School of Library and Information Studies (OU SLIS) educates professionals qualified to meet the challenges of the information society. The ability to generate, access, and use information has become the key factor in personal, social, and economic growth. The expanding global information society requires the free flow of information; and the impact of rapidly changing information and communications technologies is reshaping our personal, educational, and social activities, our organizational and political practices, and our local, national, and international institutions.

Roles, responsibilities, and career opportunities for professionals who can function as creative, information resource managers; act as culturally sensitive guides, navigators and interpreters for local and global users; and produce customized, culturally relevant, value-added services and products for diverse clienteles are expanding.
These professionals will play an increasingly vital role in empowering individuals, organizations, and communities to maximize the benefits of the information age.

Through a forward-looking curriculum and diverse learning environments, the School prepares graduates who have the knowledge, skills, and attitudes necessary to be ethical, culturally aware, and transformative leaders.

The School of Library and Information Studies envisions a global society in which information resources are created, protected, managed, and used for the good of society, including addressing challenges and opportunities in the service of equity and productivity for individuals and communities. OU SLIS encourages applications from students with diverse educational, geographical, cultural, and intellectual backgrounds.

In addition to meeting the general requirements for admission to the Graduate College, applicants 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:

- An application to the Master of Library and Information Studies
- A statement of purpose and goals including a specific professional career plan and a self-assessment of relevant prior experience.
- A professional résumé.
- Three letters of recommendation from persons familiar with the applicant’s scholastic or employment record.
- 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:

- all required documentation has been submitted and determined to be complete, and
- the applicant has been determined to be acceptable for admission to the Graduate College, and
- the applicant’s academic record indicates a grade point average of at least 3.20 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
- 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 Admission and the School’s Admission Committee. The conditions for transfer of credit include the following:

- All hours must be graduate hours from an accredited institution, graded A or B, and must NOT have been applied toward another degree.
- All library and information studies hours (for the MLIS degree) must be from an ALA accredited program.
- No more than nine hours may be transferred into the MLIS program.
- The student is responsible for submitting a School of Library and Information Studies transfer credit petition to the School’s Graduate Studies Committee, asking for consideration of the transfer hours and providing documentation regarding the applicability of such coursework.
- Documentation must include a copy of 1) the university or college’s catalog description of the course, 2) the course syllabus or outline, and 3) an unofficial transcript showing the grade earned in the course.
- All hours applied to the program must fall within the time limits of the program. Typically, coursework will be no older than five calendar years at the time of completion of the degree.

The student is responsible for submitting a written petition to the School’s Graduate Studies 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 and Scholarships Standing Committee.

**ADMISSION OF UNDERGRADUATES TO GRADUATE PROGRAMS**

A senior undergraduate student not admitted to the School of Library and Information Studies 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.

Students who transfer from another graduate program at the University of Oklahoma or from another institution may be
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. The School of Library and Information Studies Committee on Admissions and Scholarships 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 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 and declaring their choice of one of three end of program assessment options: comprehensive exam, portfolio, or thesis. The program plan should also include 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 (MLIS)
The School of Library and Information Studies offers the only American Library Association-accredited master’s degree program (MLIS) in Oklahoma. The program is designed to: 1) Educate students at the graduate, professional, and postgraduate levels to provide information services and products in an information-based, pluralistic, global society; 2) Prepare graduates to effectively participate in and promote evidence-based practice; and 3) Provide leadership, consultation, and guidance to the professional/information communities.

The MLIS degree may be taken as either a thesis or non-thesis option. While it is possible to complete the degree in one calendar year, most students complete their coursework within five calendar years from the time of initial enrollment.

Candidates for the MLIS non-thesis option must fulfill the following:

- Complete the following six 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
  - LIS 5063, Information and Communication Technology
  - LIS 5713, Research Methods OR LIS 5733, Evaluation Methods
- Complete 18 hours of electives.
- Maintain a B grade point average.
- Complete a minimum of 36 hours of graduate credit.
- 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 (more hours may be needed, but no more than six may be counted toward the degree).

A student may enroll for degree credit in courses outside the School, but the courses chosen must relate closely to and be supportive of 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 5133, Biomedical Bibliography and Reference Materials; LIS 5163, 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 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 LIBRARIANSHIP
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 Librarianship should plan a program of study with the assigned adviser as soon as possible to coordinate the Oklahoma Department of Education 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.

Students seeking the masters’ degree in Library and Information Studies (MLIS) and the Standard School Library Media Specialist Certificate must:
- Hold a valid initial standard teaching certificate. 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.
- Fulfill requirements for the MLIS degree.
- 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 5063 Information and Communication Technology
  - LIS 5183, Books and Materials for Children
  - LIS 5193, Books and Materials for Young Adults
  - LIS 5283, School Library Administration
  - LIS 5443, Collection Development & Management
  - LIS 5503, Information Literacy & Instruction
  - LIS 5713 Research Methods or LIS 5733, Evaluation Methods

Students should consult their advisers to determine the one course from the four listed below that best meets their educational goals:
- LIS 5253 Community Relations and Advocacy
- LIS 5403 Cataloging & Classification (strongly recommended for students working in small, rural, and disadvantaged school districts)
- LIS 5513 Information Sources & Services

Certificates
- LIS 5823 Library/Information Centers Internship (strongly recommended for students seeking alternative certification)
- Fulfill requirements for the student portfolio required by the Oklahoma Commission on Teacher Preparation.
- 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.

Students who do not hold a valid initial standard teaching certificate (#1 above) must complete the requirements listed above except number 4 (a portfolio is not required of those seeking alternative certification). Students seeking alternative certification will apply directly to the Oklahoma State Department of Education for the certificate and will not be recommended for the certification by the School of Library and Information Studies.

GENERIC DUAL MASTER’S DEGREE
The generic dual master’s degree allows a graduate student at the University of Oklahoma to pursue the 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.

Department of Mathematics

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Faculty Roster


Degrees Offered
- Bachelor of Arts
- Bachelor of Science in Mathematics
- Joint Bachelor of Science in Mathematics and Master of Science in Biostatistics
- Master of Arts
- 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.

**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 one of the following calculus sequences: 1823, 2423, 2433, and 2443 or 1914, 2924, and 2934. 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, 2223. 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 courses 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 (either 1823, 2423, 2433, and 2443 or 1914, 2924, and 2934). 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.

**BACHELOR OF ARTS (STANDARD OPTION)**

The standard degree program (B670) leading to the Bachelor of Arts general option requires:

- 2513, 3333;
- 3113 or 3413;
- twelve additional hours at the 3000-level or higher including nine hours at the 4000-level or higher (excluding 4232);
- 4513.

Grades of C or better must be earned in all mathematics courses at the 3000-level or higher.

**BACHELOR OF SCIENCE IN MATHEMATICS (PROFESSIONAL OPTION)**

The professional degree program (B671) leading to the Bachelor of Science in Mathematics requires:

- 2513, 3333, 4323, 4373, 4433, 4853;
- 3113 or 3413;
- 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.**

The dual B.S./M.S. degree in Mathematics and Biostatistics (A671) requires the following mathematics courses:

**B.S. Component**

- 2513, 3333, 4073;
- 3113 or 3413;
- three hours from 4333, 4383, or 4433;
- 4733 or BSE 5703;
- 4743 or BSE 5733;
- six hours from 4093, 4113, 4193, 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 5173, BSE 5193, BSE 5980 (also satisfies senior capstone requirement);
- three hours from HAP 5113, HPS 5213, OEH 5013;
- six hours of math from 4093, 4113, 4193, 4323, 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 5663, 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.
- Biological science chosen from BIOL 1114 or MBIO 2815.

**Additional Requirements**

- BIOL 2124 or MBIO 2815.

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 may apply toward the program.

**TEACHER CERTIFICATION**

Students interested in a career in mathematics teaching at the secondary school level should either follow the mathematics teacher certification program (B673) or the TE Plus program in mathematics. The TE Plus program in mathematics requires
students to complete either the standard degree (B670) or the professional degree (B671), and to take additional courses through the Jeannine Rainbolt College of Education. For more details, consult with the undergraduate mathematics adviser.

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 or 2943 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**
The department has two different master's degree programs. The Master of Arts degree 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:

- Twelve hours of elementary calculus equivalent to Math 1823, 2423, 2433, and 2443.
- Math 2513, 3333, 4323, 4433.
- Two courses from: 3413 (or 3113), 3613, 3693, 4073, 4163, 4333, 4373, 4443, 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:

- At least 15 hours from 5353-5363, 5453-5463, 5853-5863.
- If only 15 hours are taken from (a), then another six hour sequence of 5000 or 6000 numbered courses must be taken.
- Pass a comprehensive examination over the material listed in (a). Master's candidates who plan to seek a Ph.D. at the University of Oklahoma should take the qualifying 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 taken at least 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 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:

- One three-hour course in each of the areas of statistics and numerical analysis/computer science.
- Two three-hour courses in abstract mathematics.
- MATH 5103, Mathematical Models.
- Two courses besides those used in (1) in some area of applied mathematics.
- 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.
- 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.
- 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:

- The entering student should be a certified or prospective teacher of secondary mathematics.
- 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.
- 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).

**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. 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:

- A sequence of 12 hours (including seminars) in one of the major areas of mathematics;
- Sequences of six hours in each of three other areas;
- 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 the coursework.

Reading proficiency in one foreign language 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:

- An approved combination of 9 hours of reading, seminar and other mathematics courses numbered above 5000 in research in mathematics curriculum and pedagogy.
- 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.
- 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.
- 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 online at [http://math.ou.edu/grad/](http://math.ou.edu/grad/). Applications for support are accepted at any time; however, the majority of offers are extended from February to May of each year.

Students for whom English is not a native language must submit their score on TOEFL or IELTS in order to be considered for a teaching appointment.

**Medieval and Renaissance Studies**

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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, 3053, 3060 (topics in Medieval History), 3073, 3113, 3133, 3143, 3323, 3683, 3733, 3933, 3983, 4023, 4033.
- History of Science: 2453, 3013, 3453, 3823.
- Philosophy: 3313, 3423.

**II. HISTORY OF THE ARTS**

- Art History: 3263, 3303, 3353, 3403, 4233, 4243, 4253, 4273, 4303, 4333, 4343, 4373, 4383, 4403, 4453.
- Drama: 3713.
- Music History: 2313, 5513, 5523, 5543.
Department of Microbiology and Plant Biology

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Faculty Roster
Professors Conway, Elisens, Krumholz, Lawson, Luo, McNerney, Russell, Sulfita, Tanner, Uno, Xiao, Zhou; Associate Professors Dunn, J. P. Gibson, Hoefnagels, Holt, Karr, Schroeder, Stevenson, Wawrik; Assistant Professors Bartley, Biradar, Callaghan, Kessler, Libault, McCarthy, Souza.

Degrees Offered
- Bachelor of Science
- Bachelor of Science in Botany
- Bachelor of Science in Microbiology
- 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. Please refer to the Graduate College section of this catalog for general information on graduate programs.

General Information

The Department of Microbiology and Plant Biology has a successful faculty committed to excellence in teaching and research. The faculty provides instruction leading to highly respected undergraduate and graduate degree programs in both Plant Biology and Microbiology, and maintains one of the most highly funded research programs on campus.

Several of the faculty members have received awards from the University or their scientific colleagues in recognition of their teaching and research excellence. Most of the faculty have internationally recognized research programs and, as a consequence of their reputations, serve on advisory panels to federal agencies, review grant proposals and manuscripts for both national and international journals, serve on editorial boards, and hold offices in national and international societies in their respective disciplines.

Programs for Academic Excellence

RESEARCH OPPORTUNITIES

Both undergraduate and graduate students are encouraged to conduct research projects under the guidance of major professors throughout the semester. More intensive research experience in specific laboratories is frequently available through summer assistantships.

STUDENT ORGANIZATIONS

The Department of Microbiology and Plant Biology hosts several student groups that encourages students of all backgrounds to become engaged in university and department associated activities. The American Society for Microbiology (ASM) Oklahoma Student Chapter is one example of such groups that is open to all students, faculty and invited guests. The student-run club hosts meetings throughout the semester that allows students to get together and discuss relevant topics in microbiology and learn more about research being done in the department. In addition to stimulating academic interests, the student club also hosts events that promote student engagement in university sponsored activities. OU's first participation in the iGEM national synthetic biology competition stemmed from participation in the department's ASM student group.

The OU Botanical Society is open to undergraduate and graduate students. The Society organizes field trips and holds several meetings throughout the semester on topics of general interest to which the public and University community are invited.

Career Options

A variety of careers is available to persons with degrees in Plant Biology 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 Plant Biology or Microbiology.

Scholarships and Financial Aid

The department has scholarships and assistantships available for academically outstanding students. Individuals with a 3.0 grade point average can apply or be recommended for the scholarships. Updated information on application and deadlines for all departmental scholarships can be found at http://mpbio.ou.edu/scholarships. Undergraduates must have completed their sophomore year of study to be considered.

Undergraduate Study

AREAS OF CONCENTRATION

 Majors in the Department of Microbiology and Plant Biology 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.

• Microbiology — Environmental Microbiology, Industrial Microbiology, Medical Microbiology, Microbial Ecology, Microbial Genetics, Microbial Physiology, Microbial Systematics, Molecular Biology, Functional Genomics, Geo-Microbiology, Biofuels, Intestinal Microbiota, and Biocorrosion 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, either 4893 or 4950, and two of the following: 4813, 4873 or CHEM 3753. Additional requirements are PBIO 1114, or BIOL 1134, one year of physics (PHYS 2414 and 2424 or equivalent) and physics laboratory (PHYS 1311 and 1321); CHEM 1315, 1415, 3053, 3152, 3153, 3653, and MATH 1743. Recommended electives are cell biology, history or philosophy of science, logic, geology or physical geography, statistics, computer science, genetics, modern language and management or finance.

Bachelor of Science in Plant Biology or Bachelor of Science in Microbiology (Professional Degree)
The professional degree programs in Plant Biology and Microbiology are designed to ensure that the student is well prepared for postgraduate study in the life or medical sciences or to accept immediately professional employment in a variety of botanical or microbiological positions. Major requirements, though similar to those of the Bachelor of Science program, are greater in scope and rigor. The requirements for the professional degrees are as follows:

PLANT BIOLOGY
The program requires 32 hours of major work including PBIO 1114 and 24 upper-division hours selected from each of the following four areas: (1) Systematics and Evolution (PBIO 3534, 4413, BIOL 3013); (2) Physiology, Structure and Development (PBIO 4115, 4283, 5264, 5293); (3) Ecology and Environment (PBIO 2404 or 3451 and 3453); (4) Cellular and Molecular Biology (PBIO 3113, 3333, 4810, 4873) and a capstone course (PBIO 4983).

At least 24 of the 32 hours must be upper-division. At least two upper-division Plant Biology courses with laboratories are required (excluding Capstone); PHYS 2414, one course in statistics, biochemistry, computer science, or a second semester of Physics; MATH 1743 or equivalent; CHEM 1315, 1415, five hours of Organic Chemistry including laboratory; and one science course (at least three hours) outside Plant Biology are required.

MICROBIOLOGY
A total of 35 hours of major work in microbiology is required. The following courses must be included: 3812, 3813, 4823, 4843, 4853, and 4893 or 4950, 4813 and 4873. Additional requirements include PBIO 1114, or BIOL 1134 and 1121, one year of physics (PHYS 2414 and 2424 or equivalent), and Physics laboratory (PHYS 1311 and 1321); CHEM 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; MATH 1743 and a course in statistics (ECON 2843, PSY 2113, or P SC 3123). Recommended electives include cell biology, history or philosophy of science, logic, geology or physical geography, computer science, genetics and management or finance.

MAJORS in Plant Biology 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 PLANT BIOLOGY
Students majoring in other subjects may satisfy the minor requirements in plant biology by completing 15 hours of plant biology 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 MBIO 3812, 3813, and 4833 or 4843. Additional courses required as prerequisites are PBIO 1114 or BIOL 1114, CHEM 1315 and 1415 or CHEM 1425, and CHEM 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 Microbiology and Plant Biology at the time of application.

Each entering Plant Biology graduate student will have an advisory conference with a member of the Plant Biology faculty during the first year of enrollment 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 first year of enrollment.

Prerequisites for full graduate standing in Plant Biology 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; PHYS 2414 and 2424; CHEM 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 Plant Biology will be required to possess a well-balanced knowledge of the field of plant biology, 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 Plant Biology. The program requires a satisfactory demonstration of knowledge in three of the major areas of Plant Biology which include structural botany, systematics, 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 (PBIO 5971).

Approximately one-half of the last 60 hours should be in research, PBIO 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 (PBIO 6980). Each student must attend and participate in a graduate seminar (PBIO 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 Chair and Graduate Liaison, Department of Microbiology and Plant Biology, 770 Van Vleet Oval, Room 136, Norman, OK 73019-6131.

**Department of Modern Languages, Literatures, and Linguistics**

Nancy LaGreca, Chair
Logan Whalen, Graduate Liaison
202 Kaufman Hall
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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 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, 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.

Arabic: Major requirements are ARAB 1115, 1225, 2013, 2113, 2223, 3113, 3223, 3423, 4413, 4433, 4443, 4993; 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.

Chinese: All major students are required to take 2113, 2223, 3113, 3223, 3323, 4113, 4533, 4553, 4643, 4993; and as a major support requirement, a course in modern European history; and an elementary knowledge of another classical or modern language, either by course credit (up to 10 hours), CLEP, or advanced standing exam.

French: The following courses are required for major students: 2113, 2133 or 2263, 2223, 2243, 3083, 3423, 3853, 4153, 4163, 4313, 4323, 4993; and as a major support requirement, a course in modern European history; and 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, 3423, 3853, 4333, MLLL 3823; one of the following: 3523, 3623 or 3723; plus four courses at the 4000-level, one of which must be 4313 or 4323.

Italian: Major requirements are ITAL 111, 1225, 2113, 2223, 3073, 3424, 3553, 3663, 4513, 4563, 4993; MLLL 3303, 3313, 3373; major support requirements are 2 courses chosen from list of courses available in department office and approved by adviser; students are strongly encouraged to have an international experience relative to Italy.

Russian: All major students are required to take the following courses: 2113, 2223, 3323, 3423, 4173, 4183; MLLL 3523, MLLL 3533 and two courses selected from 3023, 3073, 3523, or 4613. Students must also take two additional courses in Russian literature or culture: MLLL 3133, 3143, 3153, 3163, 3173, 3183, 3543, 4663 or another appropriate course with approval of the Russian adviser. Major support requirements include: a History course from 2803, 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 an elementary knowledge of another classical or modern foreign 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, and 4983. Additionally, students must choose four courses from the following: LING 3043, 3133, 4023, 4053, 4330, 4363, ANTH 3063, 4063, PHIL 4533, 4543, LING/PHIL 5143, ENGL 4133 or LING 4131; PHIL 4133. 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: 2113, 2133, 2223, 3113, 3223, MLLL 3413, 3453, or 3463.
- Chinese: 1115, 1225, 2113, 2223, 3113, 3223, MLLL 3753.
- French: 2113, 2223, 3113 or 2423 or 2623, 4323 and six hours at the 3000- or 4000-level.
- German: 2113, 2223, 3423 and 9 hours at the 3000- or 4000-level.
- Hebrew: 1115, 1225, 2113, 2213, 3113, 3223, MLLL 3753.
- Italian: 2113, 2223, 3073, 3423, 3553 or 3663 or 3853, plus either MLLL 3303, 3313, 3373, or another upper-division course approved by the Italian adviser.
- Japanese: 2113, 2223, 3013 or 3133, plus six hours to be chosen from any Japanese 3000- or 4000-level JAPN course, or MLLL 3233, 3303, 3363, 3633, 4183.
- 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.
- Linguistics: LIGN 2303 and 3033, plus three courses from the following, for which the student has met the prerequisites: LING 3043, 3053, 3353, 4023, 4053, 4313, 4330, 4363, ENGL 4133, ANTH 3063, ANTH 4063, PHIL 4533, PHIL 4543.

Graduate Study

ADMISSION

The candidate’s application must be sent to the Office of Admissions, along with transcripts and any other required documents. The Office of Admissions forwards the completed application to the Graduate College where it is reviewed before the department can make a decision regarding the candidate’s admission to the program. The department’s admission recommendation is contingent upon final approval by the Graduate College.

Requirements for admission to full graduate standing in the department are as follows:

- A bachelor’s degree (or equivalent) in French, German or Spanish or equivalent hours in the major.
- A 3.00 grade point average in the last 60 hours of undergraduate coursework.
- Three letters of recommendation.
- A narrative statement of intent in the language concerned, in which are described the applicant’s accomplishments and plans for the future.
- Non-native speakers applying to the M.A. or Ph.D. program in French must submit a three-minute voice recording in French.
Applicants who have not fulfilled the following undergraduate requirements must do so in the course of their graduate program:

- Two semesters or ten hours of another modern or classical language, or students may demonstrate reading competency by taking a departmental graduate reading exam.
- One college-level course in European history (or Spanish or Latin American history for Spanish).

**Master of Arts Degree**

M. A. degrees in French, German, and Spanish are offered in both a thesis and a non-thesis program.

**NON-THESIS:** Students in the non-thesis program must complete 32 hours of acceptable graduate-level coursework (including the courses specifically required) and receive a passing grade on the final comprehensive examination.

**THESIS:** Requirements for the thesis (program) in Spanish are 26 hours of acceptable graduate-level coursework, a thesis for which a maximum of four (4) (thesis) credit hours is granted, and a final comprehensive examination. Requirements for the thesis in French and German are 24 hours of acceptable graduate-level coursework, a thesis for which a maximum of six (6) (thesis) credit hours is granted, and a final comprehensive examination.

For coursework applied to an OU master’s degree:

- No more than one-half of the credits for OU coursework, excluding research for the thesis (5980), may be S/U graded coursework; and
- No more than one-half of the overall coursework (OU credit and transfer credit combined), excluding research for the thesis (5980), may be S/U graded coursework.

**COMPREHENSIVE EXAMINATION**

In Spanish, students enrolled in the thesis and non-thesis programs take the same M.A. comprehensive exam. In French and German, students in the non-thesis program take the comprehensive exam in six areas, while students in the thesis program take the comprehensive exam in only three areas, which are chosen by the student's examination committee. Students are urged to take the examination no later than the sixth semester of graduate study.

The comprehensive examination is a written examination which is scheduled for the 12th and 13th week of each semester. It is based on courses taken by the student and works on the reading list. The entire major field is covered; work in the minor field is excluded. The General Candidacy Form for the M.A. degree must be on file in the Graduate College at least 30 days prior to the date of the M.A. comprehensive examination. Students who fail the examination may repeat it only once at the discretion of the committee.

The department notifies candidates and the Graduate College of the examination results. Candidates for the non-thesis degree who have completed all course requirements and the comprehensive examination file the report of the final examination with the Graduate College.

Students are responsible for complying with Graduate College regulations concerning applications for graduation and payment of fees. When all procedures have been completed, the student’s name is placed on the graduation list for the next commencement and the degree is awarded as of that date.

**Doctor of Philosophy**

Doctoral degrees with the following emphases are offered:

- Romance language, consisting of a French major and Spanish minor or a Spanish major and French minor.
- French, with a minor in a related field in the humanities or in education.
- 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.

For coursework applied to an OU doctoral degree:

- No more than one-half of the OU coursework for a doctoral degree, excluding research for the dissertation (6980), may be S/U graded coursework; and
- No more than one-half of the overall coursework (OU credit and transfer credit combined), excluding research for the dissertation (6980), may be S/U graded coursework.

Prerequisites for the Ph.D. degree in French and Spanish include the following:

- Master's degree in the relevant literature or equivalent.
- Three letters of recommendation.
- 3.50 (on a 4.00 scale) on all graduate coursework presented on accompanying transcripts.
- 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.
- 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:

**FRENCH**

The exams will cover the following areas:

- Major field or topic — taken directly from the student's field of specialization, such as nineteenth-century French prose;
• Secondary field — a field outside of the student’s specialization that has a direct relation to the major field, such as French travel narratives;
• Genre and/or critical/theoretical field — related to the topic and/or methodological approach adopted by the student, such as the history of the novel or narratology;
• An oral examination may be scheduled as a follow-up to the written exams. This will provide the examiners with the opportunity to clarify aspects of the exams deemed insufficient. No Ph.D. examinations, whether written or oral, may be scheduled during University finals week.

Ph.D. Prospectus
During the fall or spring semester following the qualifying exams, the student, working with the dissertation advisor, will write a dissertation prospectus approximately 10 pages in length. By the end of the semester in question, the student will be expected to conduct an oral defense of the prospectus. In order to facilitate the process, the prospectus will be circulated among members of the French graduate faculty at least two weeks before the oral defense. The prospectus should include an overview of the topic, a brief discussion of the methodological approach to be adopted, an outline of the chapters, and a bibliography. The text of the prospectus should conform to appropriate professional guidelines. In the event the committee does not approve the prospectus, the student may request an extension in writing. The dissertation committee will review all such requests. The student should note that the extension will not be automatically granted, but will be determined on a case-by-case basis.

Spanish
• Examination in the area of specialization within the major: three (3) hours;
• 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.

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. Please consult the Graduate College Bulletin for specific requirements. 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.

Native American Studies
Gus Palmer, Interim Director
Jerry Bread, Outreach Coordinator
633 Elm
216 Ellison Hall
Norman, OK 73019-3119
Phone: (405) 325-2312
FAX: (405) 325-0842
Internet: http://cas ou edu/nas/

Faculty Roster
Professor E. Heap of Birds; Associate Professor Cobb-Greetham;
Assistant Professor Basaldu, Shotton; Instructor S. Heap of Birds

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
The undergraduate Native American Studies minor requires a minimum of 12 semester hours from the following list:

### Core Requirements (18 hours)
- NAS 2003 Foundations in Native American Studies
- NAS 3113 Native American Philosophy
- NAS 3863 Native American Research Methods
- NAS 4013 Senior Capstone
- NAS 4803 American Indian Federal Law and Policy
- NAS 4920 Internship (3 hours)

Twelve hours, one from each of the four categories below:

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<tr>
<th>Category</th>
<th>Courses</th>
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<tr>
<td>Contemporary Native American Issues</td>
<td>ANTH 3453 Contemp. Native American Issues ANTH 4013 Native American Justice</td>
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<tr>
<td>Fine Arts and Humanities</td>
<td>A HI 3803 Pre-Columbian Art A HI 4803 Native American Prehistoric Art A HI 4823 20th Century American Indian Art</td>
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<td>ART HISTORY</td>
<td>3803 Pre-Columbian Art 4803 Native American Indian Prehistoric Art 4823 20th Century American Indian Art</td>
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<td>GEOGRAPHY</td>
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<td>HISTORY</td>
<td>1543 Introduction to American Indian History 3430 Topics in U.S. History</td>
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<tr>
<td>NATIVE AMERICAN STUDIES</td>
<td>1613 Indian Peoples of Oklahoma 2613 Native Peoples of North America 3453 Contemporary Native American Issues</td>
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<td>MUNIM</td>
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<td>Native American Art</td>
<td>4833 American Indian Artistic Traditions 3743 American Indian Justice 3893 Maya, Aztec &amp; Inca</td>
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<td>4653 Ethnology of Southwest 4663 Native Peoples of the Plains</td>
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<td>Native American Aesthetics</td>
<td>473 The Caddoan People 4693 Native Peoples of SE US</td>
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<tr>
<td>Native American Education</td>
<td>4813 Archaeology of North America 4873 Desert Cultures of North America</td>
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<tr>
<td>Native American Artistic Traditions</td>
<td>2313 Native American Intercultural Communication</td>
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<td>Native American Art</td>
<td>4693 Native Peoples of North America</td>
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<td>Native American Aesthetics</td>
<td>4913 American Indian Health Issues</td>
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<tr>
<td>Native American Education</td>
<td>4893 Contemporary Native American Artist</td>
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<td>Native American Artistic Traditions</td>
<td>4993 Understanding Native American Art Today</td>
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<td>Native American Art</td>
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<td>Native American Education</td>
<td>4993 Understanding Native American Art Today</td>
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Completion of 2 introductory-level Native American Language Courses

(ANTH/CHEY/NAS/KIOW 1713 & 1723, CHER/CHOC/CREK 1715 &1725 or the equivalent) plus 2000-level course in a Native American Language (ANTH/NAS/CHEY/CHEM/CREK/KIOW 2703).

### Major Support Requirements (12 hours)

Students must complete 12 semester hours from the following list:

- Contemporary Native American Issues
- Fine Arts and Humanities
- Art History
- Geography
- History
- Native American Studies
- MUNIM
- English
- Communication
- Native American Studies Minor

The undergraduate Native American Studies minor requires a minimum of 18 hours of courses acceptable for major credit,
Foundations (Two courses, 6 hours)

- NAS 2003 Foundations in Native American Studies
- NAS 4803 American Indian Federal Law and Policy
- Contemporary Issues (one course, 3 hours)
  NAS 3693 Special Topics
  NAS 4123 Contemporary Issues in Native American Studies
  NAS 4833 American Indian Health Issues and Concerns
  NAS 4913 American Indian Education Policy & Development
  NAS 4933 Introduction to Tribal Economic Development
- Humanities and Fine Arts (One course, 3 hours)
  NAS 3333 Native American Film
  NAS 4893 Contemporary Native American Art
  NAS 4893 Contemporary Native American Artist II
  NAS 4973 Contemporary Native American Artist III
  NAS 4993 Understanding Native American Art of Today
  ANTH 3713 Native American Artistic Traditions
  ENGL 2733 American Indian Literature: Early & Traditional
  ENGL 2743 American Indian Literature: Modern & Contemporary
  MUNM 3213 Native American Music
- Cultural Heritage and Historical Perspectives (One course, 3 hours)
  NAS 3113 Native American Philosophy
  NAS 4023 Native Cultural Aesthetics and the Heritage Industry
  NAS 4303 Oklahoma Tribal History
  NAS 4313 Tribal Historic Preservation
  NAS 4323 Indigenous Archaeology
- One additional course (3 hours) from any of the three groups above or from the following:
  ANTH 1613, ANTH 2613, ANTH 3743, ANTH, 4663, ANTH 4673, ANTH 4693; A HI 3803, A HI 4803, A HI 4823; ENGL 3253, ENGL 3353, ENGL 4343; HIST 1543, HIST 3430 (approved topic), HIST 3633, HIST 3643, HIST 3703; NAS 3693

NATIVE SUSTAINABILITY MINOR

Student must successfully complete at least 18 hours of courses, including at least 12 hours at the upper-division level. The following specific requirements must be met:

Foundations (Two courses 6 hours)

- NAS 3403 Introduction to Native Peoples and Sustainability
- NAS 4803 American Indian Federal Law and Policy
- Political/Legal (One course, 3 hours)
  GEOG 3233 Principles of Sustainability
  GEOG 3443 Environment and Society
  IPE 3213 Law and the Environment
  NAS 4933 Introduction to Tribal Economic Development
- Cultural (One course, 3 hours)
  ANTH 4143 Economy & Culture: Production, Exchange, Consumption
  GEOG 3253 Environmental Conservation
  GEOG 3613 Geography of Oklahoma
  GEOG 3773 Geography of the United States
  GEOG 4343 Climate, History and Society
  GEOG 4563 American Indian Geographies
  IPE 3003 Nature and Culture
  IPE 3233 Sustainable Communities

including nine upper-division hours. The following specific requirements must be met:

- NAS 3113 Native American Philosophy
- NAS 4023 Native, Cultural Aesthetics & the Heritage Industry
- Scientific (One course, 3-4 hours)
  BIOL/PBIO 2404 Ecology and Environmental Quality
  CEE 2103 Energy and the Environment
  GEOG 3890 Water and Society
  GEOG 4283 Biogeography
  GEOL 1013 Global Environmental Change
  GEOL 1034 Native Science & Earth Systems of North America
- Internship (One course, 3 hours)
  NAS 4920 Native American Studies Internship

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 36 hours of coursework and a thesis-only program.

Required Courses (18 hours)

- NAS 5103 Interdisciplinary Seminar in Native American Studies
- NAS 5233 Contemporary Issues in Native American Studies
- NAS 5803 American Indian Federal Law & Policy (Slash-listed with 4803) OR For Law students: LAW 5610 Federal Indian Law
- NAS 5973 Research Methods in Native American Studies OR For Law students: LAW 6320 Directed Legal Research (2) & LAW 6311 Indian Law Review (1)
- NAS 5980 Thesis Research (minimum of 6 hours)
- Policy, Law & Governance(3 hours)
  Choose from the following:
  LAW 5610 Federal Indian Law
  NAS 5933 Tribal Economic Development (slash-listed with 4933)
- NAS 5413 Tribal Governance & Leadership
- NAS 5050 Directed Readings
- NAS 5920 Practicum
- NAS 5970 Special Topics-Seminar
- Humanities & Fine Arts (3 hours)
  Choose from the following:
  American Indian Literature:
  ENGL 5343 Native American Fiction
  ENGL 5353 Native American Poetry
  ENGL 5363 Native American Non-Fiction and Criticism
ENGL 5373 Grad topics in Native American Literature
ENGL 5960 Directed Readings
• American Indian Music
  MUSC 5423 Native American Music
• American Indian Art:
  NAS 5893 Contemporary Native American Artist II
  A HI 5803 North American Indian Prehistoric Art I
  A HI 5823 20th Century American Indian Art History
  A HI 5833 North American Indian Prehistoric Art II
  A HI 5853 American Indian Women Artists
  A HI 5960 Directed Readings
  NAS 5970 Special Topics-Seminar
  NAS 5993 Native American Art Today
• Social Science (6 hours)
  Choose from the following:
  • Historical Perspectives: (3 hours)
    ANTH 5813 Archaeology of North America
    HIST 6400 Seminar in American/Oklahoma Indian History
    HIST 5050 Directed Readings
    HIST 5210 Independent Study-American Indian History
    HIST 5970 Special Topics-Seminar
  • Culture & Heritage: (3 hours)
    • Language
      ANTH 5313 Introduction to Native Languages
      ANTH 5063 Language Contact, Loss and Revitalization
    • Anthropology
      ANTH5743 Anthropology and American Indians
      ANTH 5163 The Study of Material Culture
      ANTH 5990 Special Anthropology Problems
    • Cultural Management
      LAW 5633 Native American Natural Resources Law
      NAS 5023 Native Cultural Aesthetics and the Heritage Industry
      NAS 5313 Tribal Historic Preservation
      NAS 5323 Indigenous Archaeology
      A HI 5953 Museum Studies
      NAS 5050 Directed Studies
      NAS 5970 Special Topics-Seminar
  • Electives: (6 hours)
    Two additional courses with Native American subject matter as
  approved by faculty adviser.

Department of Philosophy

Wayne D. Riggs, Chair
Stephen Ellis, Graduate Liaison
Sherri Irvin, Director of Graduate Admissions
Zev Trachtenberg, Undergraduate Liaison
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Norman, OK 73019-2006
Phone: (405) 325-6324
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Internet: http://www.ou.edu/cas/ouphil/

Faculty Roster

Professors Benson, Cook, Hawthorne, Montminy, Sankowski, Zagzebski; Associate Professors Ellis, Irvin, Olberding, Riggs, Trachtenberg; Assistant Professors Demarest, Judisch, McRae, Miller, Priselac.

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://www.ou.edu/gradweb/. 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, Chinese philosophy, logic, metaphysics, epistemology, philosophy of religion, philosophy of art, 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), History of Ancient Philosophy (3313 or 3813), and History of 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), Epistemology (4523), Philosophy of Language (4533), Philosophy of Mind (4543), Philosophy of Science (4613), or Philosophy of Social Science (4623). 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 or major coursework. Required philosophy courses include: Introduction 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 philosophy, 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. Non-majors 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:

- A brief statement of purpose;
- Scores on the GRE verbal, quantitative, and analytic examinations;
- Three letters of recommendation (preferably from teachers familiar with the student's work); and
- A writing sample (e.g., an undergraduate essay).

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.

Nonthesis 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 39 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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Kieran Mullen, Graduate Liaison
100 Nielsen Hall
Norman, OK 73019-0225
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FAX: (405) 325-7557

Internet: http://www.nhn.ou.edu/
email: inquiry@mail.nhn.ou.edu

Faculty Roster
Professors Abbott, Baer, Baron, Gutierrez, Henry, Johnson, Kantowski, Kao, Leiglhy, Milton, Moore-Furneaux, Mullen, Parker, Romanishin, Santos, Shaffer, Skubic, Strauss, Wang, Watson; Associate Professors Abraham, Bumm, Mason, Murphy; Assistant Professors: Capogrosso-Sansone, Dai, Klic, Marino, Schwettmann, Sellers, Wisniewski.

Degrees Offered
- Bachelor of Science
- Bachelor of Science in Physics
- Bachelor of Science in Astrophysics
- 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. For additional information on graduate programs, individual documents detailing each 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 Fermilab, and Los Alamos. 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-$2,000 per academic year and are renewable. Applications (consideration deadline February 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 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, 3202, 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, 3043, 3053, 3183, 3202, 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 the following: 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 or 3223, and 3043, plus one of 3053, 3183 or 3803. Mathematics 3413 or 3113 and 3333 is also required. (*Physics 1205 and 1215 may be replaced by Physics 2514 and 2524 plus 1311 and 1321 or 2303 or 3302).
The minor in astronomy requires Physics 1205 or 2514, 1215 or 2524, 2203, 3043, and Astronomy 2513, 3103, and 3113. Mathematics 2443 is also required.

**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 present a thesis detailing results of a research investigation. The nonthesis program requires the student to complete at least 32 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 courses 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 program. 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.

In addition to the above 21 hours, students must complete at least 15 hours of other physics and astronomy courses numbered 5000 or above (excluding 6980, which may be included below). To complete the remaining 54 hours of required coursework the student may use any combination of coursework at or above the 4000 level in physics or astronomy, courses in other departments listed as acceptable for graduate credit, and dissertation credit hours (Physics 6980).

Additional course requirements that are appropriate to the student's area of research specialization may be required by the Advisory Committee. In addition to an overall GPA of 3.00, candidates for the Ph.D. degree must receive a grade of B or better in the required core courses: 5013, 5153, 5163, 5393, 5403, 5573, 5583.

All Ph.D. students are required to take an appointment as a teaching assistant with a minimum of two semester contact hours for two semesters. This teaching practicum is independent of financial support by the department.

The Qualifying examination deals with four subjects (mechanics/statistical mechanics, electromagnetic theory, quantum mechanics, and modern physics or astrophysics). The modern physics exam is satisfied by passing three graduate courses, Physics 5213, 5243, and 5813 with a grade of B or better. The examination is constructed by a committee of faculty members. The student must have attempted all four parts of the Qualifying exam by the end of his/her fourth semester. Every student will be given two opportunities to pass the examination.

After passing the Qualifying examination and choosing a research adviser and an Advisory Committee, an advisory conference will be convened by the student. The Report of the Advisory Conference, to be approved and held by the Graduate College, sets the specific course requirements for each student's degree program. In most cases the Advisory Committee becomes the doctoral committee.

The General exam, which we call the Specialist examination, is an oral and written presentation of a topic related to but not the same as the student's dissertation subject. It also consists of an oral examination over the material in the presentation and related basic physics. This General examination is normally not taken until the
student has completed all required coursework, passed the Qualifying exam and has chosen a research area.

The final requirement for the Ph.D. degree will be the doctoral dissertation, an original piece of research conducted personally by the student which constitutes a contribution to knowledge. The dissertation must be defended in a final oral examination.

**Doctor of Philosophy (Engineering Physics)**

Students who are interested in the engineering physics doctoral program should refer to the general requirements of the Graduate College and the College of Engineering. Every student will be assigned an advisory committee who will determine the specific requirements within the guidelines set by these colleges and the career study goals of the student.

The required physics core courses and the Qualifying and Specialist exams are the same as for physics.

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**Department of Political Science**

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Phone: (405) 325-2061  
FAX: (405) 325-0718  
Internet: http://psc.ou.edu/

**Faculty Roster**


**Degrees Offered**

- Bachelor of Arts  
- Political Science Bachelor of Arts/Master of Public Administration  
- Public Affairs and Administration Bachelor of Arts/Master of Public Administration  
- 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, International and Area Studies, the Institute for American Constitutional Heritage, and the Center for Applied Social Research.

**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 Civic Engagement Program. The Carl Albert Center Congressional Archives contains the papers of more 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/carlalbertcenter/.

**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, OU Health Sciences Center, or OU-Tulsa. 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. Scott Robinson, Director, 455 West Lindsey, Room 205, 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: Political Science Club, College Republicans, Model United Nations, Oklahoma Intercollegiate Legislature, OU Pre-Law Club, 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. deJong 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 8-10 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.

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.

PUBLIC AFFAIRS AND ADMINISTRATION

The public affairs and administration major is an interdisciplinary program administered by the Department of Political Science. It is an ideal choice for those students interested in public service — both in the policy and the administrative arenas. All students must complete P SC 2013, 2173, 2223; 18 hours in approved political science courses in public administration and public policy; three hours in American political institutions; and the capstone seminar. In addition, they must complete six hours of upper-division coursework from economics, accounting, management, or
statistics from a list of approved courses, for a total of 39 hours. A minimum of 15 upper-division hours must be completed. Students must also complete Economics 1113 and 1123 as prerequisite coursework. These courses will not apply toward the 39 hours of major credit.

Students planning to be public administrators are encouraged to enroll in elective credit in history, sociology, communication, economics, foreign languages, computer science, and geography.

**MINORS**

Students majoring in other subjects may minor in political science or public affairs and administration. The requirements for the minor in political science are at least 15 hours of political science, excluding Political Science 1113; at least nine hours of which must be upper-division work. The department’s academic counselor is available to students needing help in choosing appropriate courses.

Students may also minor in public affairs and administration. The requirements are at least 15 hours of upper-division political science chosen from a list of approved courses. Two upper-division courses in economics, Economics 3713, Governmental Relations to Business, and Economics 4353, Public Finance, may also apply toward the minor. The Academic Counselor can assist students in the selection of courses that best serve their academic or career interests.

Students may also minor in elections and campaign management. The requirements are at least 15 hours of coursework, including at least 9 at the upper-division level.

The programs website is [http://psc.ou.edu/undergraduate-programs](http://psc.ou.edu/undergraduate-programs).

**Careers**

The study of political science and public administration is an excellent foundation for careers in law and law enforcement; government service at the national, state, and local levels, from federal agencies to city managers; politics, such as campaign management or lobbying or elective office; professional research for a “think tank;” labor relations; political journalism; teaching at the secondary and university levels; the diplomatic corps; management in the public and nonprofit sectors, in such areas as health care management and human resource management; consulting; international business; urban planning and development; business management; and policy analysis.

**Accelerated Dual Degree Programs**

**Political Science Bachelor of Arts/Master of Public Administration**

The accelerated dual degree is a five-year program for OU students to simultaneously receive a Bachelor of Arts degree in Political Science and the Master of Public Administration degree. A total of 143 hours is required for the degree.

**Public Affairs and Administration Bachelor of Arts/Master of Public Administration**

The accelerated dual degree is a five-year program for OU students to simultaneously receive a Bachelor of Arts degree in Public Administration and the Master of Public Administration degree. A total of 146 hours is required for the degree.

**Graduate Study**

**AREAS OF SPECIALIZATION**

American politics, comparative politics, international relations, political theory, public administration, public policy and research methods.

**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 these criteria 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.

In addition to the general admission requirements of the University and the Graduate College, an applicant to the M.A. and Ph.D. programs must present 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. It is recommended that copies of transcripts and TOEFL scores also be submitted to the Political Science Department.

In addition to the general admission requirements of the Graduate College, an applicant to the M.P.A. program must present 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. Applicants are expected to have 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 250 on the computer-based test or 600 or more on the paper-based test 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 website, [http://pas.ou.edu/graduate-programs](http://pas.ou.edu/graduate-programs).

Applications for admission to the M.A. and Ph.D. are due February 1 for the following fall semester each year. Applications for the M.P.A. are due by October 1 for the spring semester and February 1 for the summer and fall semesters.
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. 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 PSC 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 enter the public or not-for-profit sectors, 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 program website address is http://psc.ou.edu/MPA.

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, the Center for Risk, Crisis and Resilience, the Center for Applied Social Research, the Center for Nuclear Security XXXX and International and Area Studies. The program website is http://psc.ou.edu/phd.

Department of Psychology

Jorge Mendoza, Chair
Lori Snyder, 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 Brown, Connelly, Day, Gilliland, Gronlund, Mendoza, Mergler, Mumford, Showers.; Associate Professors Carvallo, Cox-Fuenzalida, Hahn, Judice-Campbell, Mayeux, Snyder, Steinheider, Terry; Assistant Professors Barnes, Liu, Song, Lee.

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 website 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 and applied psychology. At the present time, the department is focused on the areas of cognitive, social, personality-developmental, quantitative 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 and applied modes of psychological thought 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, applied 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 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 industrial, developmental cognitive processes, experimental personality, social psychology, and quantitative analysis and measurement.

The Department of Psychology possesses excellent computing facilities and state-of-the-art electronic instruments for psychological research. 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 networked PCs.

Scholarships and Financial Aid

At the undergraduate level, the department offers scholarships of $500 annually to the Outstanding Psychology Students (TOPS). The TOPS-General Psychology and TOPS-Quantitative Psychology scholarships have a February 1 application deadline. 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 Psychology Club, 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. Summer support is available on a competitive basis. The Charles Gettys award and a teaching award are presented annually for outstanding research and teaching by a graduate student in the department.

Undergraduate Study

Students considering a major in psychology should contact an 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 psychology, 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 and career counseling with a faculty adviser, and to consult closely with the University’s Career Services.

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 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

- Three courses (10 hours): PSY 1113, 2113, 3114.
- Two courses (6 hours) from: PSY 2403, 2603, 3203, 3703.
- Three courses (9 hours) from: PSY 3003 or 4023, 3083, 3803, 4243, 4253, 4263, 4453, 4753.
- Two courses (6 hours) of upper-division psychology electives.
Major Support Requirements

- Computer Science, (3 hours) from: PSY 2503 or C S 1313.
- Mathematics, (3 hours) from: MATH 1523, 1743, or 1823.
- Biological Science, (5 hours): BIOL 1114 and 1121.
- Physical Science, (4-5 hours): CHEM 1315 or PHYS 2414.
- Additional Science, (3-5 hours): CHEM 1415, C S 1323, or any 2000-level or above course in astronomy, biology, chemistry, computer science, math, microbiology, physics, or plant biology.

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

- Four courses (13 hours): PSY 1113, 2113, 3114, 4913.
- Two courses (6 hours) from: PSY 2403, 2603, 3203, 3703.
- Four courses (12 hours) from: PSY 3003 or 4023, 3083, 3803, 4243, 4253, 4263, 4453, 4753.
- Three courses (9 hours) of upper-division psychology electives.
- Five hours of supervised Independent Study.
- One Senior Capstone Course (3 hours) from: PSY 4113, 4143, 4153.

Major Support Requirements

- Computer Science (3 hours) from: PSY 2503, C S 1313, 1323.
- Mathematics (3 hours) from: MATH 1743, 1823.
- Biological Science (5 hours): BIOL 1114 and 1121.
- Physical Science (8-10 hours): CHEM 1315 and 1415, or PHYS 2414 and 2424.
- Additional Science (6-8 hours, including at least 3 upper-division hours) from: C S 2413; CHEM 1415, 3012, 3013, 3453, 3653, 3753; MATH 2123, 3333, 4733, 4753; MBIO 4843; PHYS 2424; BIOL 2013, 3103, 3214, 3333.
- History of Science or Philosophy (3 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, developmental-personality, social, 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 academia, 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:

- Have a minimum undergraduate grade point average of 3.00;
- Present scores from the GRE verbal and quantitative tests;
- Submit transcripts;
- Submit evidence of research experience;
- 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 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:

- Introductory statistics;
- Experimental methods;
- 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 two general tracks: Human Resource
Management or Technical Project 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 non-thesis 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):

- Complete the department’s prescribed first year including a first-year research project, and 5901 and 5911;
- Choose a major professor;
- Complete a three-semester statistics sequence;
- Complete a master’s thesis and oral defense;
- Participate in an advisory conference in order to plan the coursework;
- Complete the General Examination;
- Complete at least 90 hours of coursework beyond the bachelor’s degree;
- Complete a doctoral dissertation and final oral examination.

General Requirements for MS and Ph.D.

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

Charles Kimball, Presidential Professor of Religious Studies, Director
804 Dale Hall Tower
Norman, OK 73019
Phone: (405) 325-3349
FAX: (405) 325-1502
Internet: http://rels.ou.edu
email: RELS@ou.edu

Faculty Roster

Professor Kimball; Emeritus Professor T. Boyd; Associate Professor Braun; Assistant Professors Moodie, Vishanoff; Adjunct Assistant Professor B. Boyd. In addition, the faculty of the Religious Studies Program is made up of approximately 35 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), PHIL 2403 (Introduction to Philosophy of Religion), RELS 2003 (Special Topics in Introduction to Religious Studies), RELS 2403 (Comparative Religions), or RELS 2413 (Religion, Culture, and the Meaning of Life).

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 Traditions.

Additional Religious Studies courses required are grouped conceptually. Students must choose a minimum of nine hours from three of the following four groups:

- **Religion, Social Organization, and Politics** — includes courses from Political Science, Sociology, Anthropology, or Honors;
- **Religion and History** — course offerings from History and History of Science;
- **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 Sunny Rowland at (405) 325-5041, email srowland@ou.edu.

**School of Social Work**

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**Faculty Roster**

Professors Davidson, Miller-Cribbs, Moxley, Rosenthal; Associate Professors Byers, Caselman, Franklin, Gray, Natale; Assistant Professors Corbett, Havig, McLeod, Miller, Villegas; Clinical Associate Professor Wells; Clinical Assistant Professors Brady, Bramble, Dothard Peterson, Massey, Munoz, Riley.

**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 who will use an integrated combination of theories, conceptual knowledge, values, and skills to serve diverse client and community systems. The undergraduate program and the foundation requirements of the graduate program are based on a generalist model that emphasizes skills, knowledge, and values basic to all social work practice. In their final year of graduate study, students take one of two advanced concentrations: 1) Direct Practice (DP), or 2) Administration and Community Practice (ACP) offered at both campuses, Norman and Tulsa.

The curriculum recognizes the importance of moving students forward through approaches to mastery and competence that install within students the necessary attitudes, motivation, knowledge, and skills required for sound practice. The curriculum prepares students for life-long learning within specific domains of their own choosing. Each degree program anticipates student movement into particular domains formed by human need and social issues, social policies, systems of care, and particular organizations.

Programs for Academic Excellence

The mission of the Anne and Henry Zarrow School of Social Work was revised in December 2010 and is highlighted below.

The Anne and Henry Zarrow School of Social Work advances relevant and high quality knowledge and values of social work practice useful in preparing competent social workers who can elevate the status of people, populations or communities that experience considerable vulnerability and injustice within Oklahoma and the broader society.

The mission statement reflects both the purpose and core values of the social work profession. The new international definition of social work, adopted by the International Federation of Social Workers (IFSW) and endorsed by the National Association of Social Workers (NASW) in 2000 that states "The social work profession promotes social change, problem solving in human relationships and the empowerment and liberation of people to enhance well-being. Utilizing theories of human behavior and social systems, social work intervenes at the points where people interact with their environments. Principles of human rights and social justice are fundamental to social work." Similarly, the purpose of the social work profession as stated in the NASW Code of Ethics is to "enhance human well-being and help meet the basic human needs of all people, with particular attention to the needs and empowerment of people who are vulnerable, oppressed, and living in poverty. A historic and defining feature of social work is the profession's focus on individual wellbeing in a social context and the wellbeing of society. Fundamental to social work is attention to the environmental forces that create, contribute to, and address problems in living."

In conformance with these established definitions of the purpose of social work the mission of the School is to prepare our students to elevate the status of persons and their communities to address issues of vulnerability and injustice within the state and the broader society. Similarly, the mission focuses the beginning practitioner on the use of high-quality knowledge regarding human behavior and the larger social environment and the use of practice models that foster competence. Imparting relevant and quality knowledge serves the values of service, competence and integrity. When beginning social work professionals have the best knowledge base on which to practice their competence can be expected to be high and the promise of service is enhanced.

The program has identified five goals that are derived from the program’s mission.

- To graduate social work professionals who can work effectively with diverse individuals, families, groups, organizations, and communities;
- To position social workers within critical areas of need, particularly at geographic, organizational, and system levels.
- To increase the availability of social work professionals from historically oppressed groups and diverse backgrounds;
- To advance pedagogical practice in order to diversify learning opportunities for social work students at the three levels of instruction (BA-SW, MSW, Continuing Professional Education)
- To improve human service systems through:
  - scholarship, research, and evaluation
  - service and leadership to human service programs; and,
  - continuing education and training.

The School achieves its mission and goals by preparing professional 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. To this end, the School offers two degree programs: an 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 purposes of the social work profession, social work education, and the University of Oklahoma and recognizes the pivotal role of the school in the state given its considerable needs and the many issues it faces.

Scholarship and Financial Aid

The Anne and Henry Zarrow School of Social Work is dedicated to helping students fund their education by providing opportunities for internal (within the University) as well as external (outside of the University) scholarships. For information on stipends, loans, and scholarships available to all OU students visit the Financial Aid webpage at http://www.ou.edu/financialaid.html.

The School of Social Work provides a limited number of scholarships to qualified students in the Social Work program. Information about these scholarships will be sent out each spring via your OU email address or, for new students, in your acceptance
packet. These scholarships typically require an application and an essay.

The school has a limited number of Graduate Assistant positions available that offer both a tuition waiver, a stipend, and health insurance. Information about these available positions will be distributed the same way as described above.

The Child Welfare Professional Enhancement Program, "CWPEP": offers students the opportunity to make a commitment to serve Oklahoma families and children at risk of abuse and/or neglect. Students accepted will receive monthly stipends or payment is made for tuition, certain fees and required textbooks. More information can be found on the CWPEP page at https://socialwork.ou.edu/child-welfare-professional-enhancement-program.

Leadership Educational in Neurodevelopmental and Related Disabilities Program, "LEND": a program designed to help students (concentration year only) pay for tuition and other expenses as well as train them in the field of children with disabilities and their families. LEND is a competitive interdisciplinary training course that students must apply for before entering. For more information can be found on the LEND page.

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

Entry into the Social Work major is through a formal admission process. A student interested in pursuing the social work major is encouraged to contact the School no later than the fall semester of his/her sophomore year to explore the profession of social work. If interested, the next step is to declare oneself a Pre-Program Social Work Major with the College of Arts and Science advisement office. Next, after advisement from the School, the prospective student should apply for admission by February 1st of the semester in which he/she will accumulate 60 credit hours. 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 semester.

Primary consideration for admission is given to applicants who meet the February 1st deadline, and who meet minimum criteria (2.50 Combined Retention GPA and above average references). A small number of applicants with a Combined Retention GPA between 2.25 and 2.49 may be admitted conditionally if other criteria are rated exceptional (references, admissions statement). A small number of students may be admitted on a space available basis during a secondary admissions period from February 1st to August 14th. Applicants will be considered during this period until all slots are granted. At the time of application, students should have completed or be enrolled in the program prerequisite courses and nearing completion of all General Education core courses. Admissions are limited to 40–45 students per academic year.

As part of the application process, students must include the following:

- An “Application for Admission”;
- Three letters of reference;
- An admission statement; and
- A transcript current through the fall semester prior to the application period.

Failure to meet the application deadline or to follow the procedures will delay consideration for entry into the program. All newly admitted students begin the program of study in the fall semester. Students are not permitted to enroll in any required social work courses (except Introduction to Social Work) prior to admission to the Program. Program prerequisites must be completed prior to the start of social work courses in the fall semester.

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.

Students must earn a Combined Retention GPA of 2.50 to graduate with the Bachelor of Arts in Social Work, with a grade of “C” or better in all social work courses. Additionally, students must earn a grade of “S” (satisfactory) in both practicum courses taken in the senior year.

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 ethical principles may result in denial admission or review of continuance in the School’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.
FIELD EDUCATION

Field education or “Practicum” is the cornerstone of social work education and allows social work students to put classroom learning into practice. The University of Oklahoma Anne and Henry Zarrow School of Social Work (OUAHZSSW) works with over 300 affiliated agencies and facilities across Oklahoma to offer social work students direct learning experiences with individuals, families, groups, and communities. Sites provide students with the structure, supervision, and resources for appropriate learning. Field instructors, who are employees of the site, provide on-site social work field education and supervision. Regular and adjunct faculty assigned to the Practicum Program serve as liaison faculty and work with sites and instructors to ensure high quality experiences for both undergraduate and graduate students. 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 approximately 20 hours each week and must complete 300 hours of practicum each semester, 600 total for both semesters. Practicum courses are graded on an S/U basis. For additional information on Field Education, go to “Frequently Asked Questions” on the School’s Field Education web site: http://socialwork.ou.edu/faq2.

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 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 (MSW) 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 MSW is offered in both Norman and OU-Tulsa in both full-time and part-time format. 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.

ADMISSION

Admission to the Master of Social Work program is to either the 60 credit-hour program or to the Advanced Standing (33 credit hour) program. Advanced Standing is available only to the applicants who have completed a Council on Social Work Education (CSWE) accredited baccalaureate degree program in social work within the past five years.
Admission Criteria
Applicants for admission to the graduate program in social work must meet the following requirements:

- Possess a bachelor’s degree from an accredited college or university. The applicant’s course of study must include liberal arts content which is broadly defined as coursework in the natural and social sciences, and in the arts and humanities. Though not a formal admission requirement, an introductory (undergraduate or graduate) course in statistics is a prerequisite course requirement for S WK 5083, Research Methods I. Students in the full-time (60-hour) program take research and, thus, must complete statistics prior to beginning their graduate program. The precise scheduling of research varies for students in the part-time (60-hour) programs in Norman and Tulsa, but it is typically offered in the first year. Students in these programs are strongly advised to complete statistics prior to beginning their program. (Students in the Advanced Standing (33-hour) program do not take S WK 5083, so the statistics requirement does not apply to them).
- 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 on the last degree confirming transcript. Any applicant who has received a master’s degree at an accredited college or university will have the GPA based on the graduate coursework. Students whose GPA is between 2.75 and 2.99 may be considered for a conditional status admission by the Graduate College and the School of Social Work. Students admitted on a conditional basis must meet requirements specified by the Graduate College and the School. These requirements will be specified at the time of admission. Applicants with a GPA of 2.50 who have worked extensively in the social work field may be considered for Alternative Admission.

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:

- School of Social Work Application
- Admission statement.
- Three letters of reference.
- Resume
- Waiver
- Director’s Checklist (for Advanced Standing applicants only)

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 Graduate College. Preference in admission decisions is given to those applications for which all materials are received by the school by February 1 (by the first working day thereafter should February 1 fall on a weekend). Applicants are encouraged to apply well ahead of the deadline.

TIME LIMIT AND READMISSION
All students must complete the degree requirements within a five 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 have been completed within the five calendar-year period or the coursework must be retaken. The five 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 up to 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

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Faculty Roster
Professors Burns, Damphousse, Sharp, St. John; Associate Professors Bass, Beutel, Chapple, Clark, Hope, Kroska, Peck, Piotrowski, Worthen; Assistant Professors Burge, Clay, Diaz, Hackney, Hill.

Degrees Offered
- Bachelor of Arts
- Master of Arts
- Doctor of Philosophy

Information on both undergraduate and graduate programs is included. Additional information on graduate programs is available from the Graduate College and their Web site at http://gradweb.ou.edu/, or the departmental Web site at www.ou.edu/soc/. This information is updated yearly and should be referred to for graduate program requirements.

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**

Along with 1113, 3123, and 3133, students in this option take any five of the courses listed below plus 4363 and the capstone course (4943): 3523, 3533, 3603, 3623, 3643, 3683, 3713, 3723, 3733, 3753, 3803, 3813, 3823, 3843, 3873, 4603. Three hours of electives in sociology are required. These electives may be fulfilled by any sociology courses except Criminology Capstone (4843).

**CRIMINOLOGY OPTION**

Along with 1113, 3123, and 3133, students in this option take any five of the following courses (limit of four from any 3900-3943), plus 3523 and the capstone course (4843): 3533, 3543, 3553, 3900, 3903, 3913, 3923, 3953, 3963, 3973, 3983, 4363, 4603. One additional elective in sociology (three hours) is required. This elective may be fulfilled by any sociology course except General Sociology Capstone (4943).

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 15 hours, consisting of 1113, 3123, 3133, 4363, and 4943, and any five courses from the following: 3523, 3533, 3603, 3623, 3643, 3683, 3713, 3723, 3733, 3753, 3803, 3813, 3843, 3873, and 4603; and one additional Sociology course.

Sociology-criminology: Students must successfully complete 15 hours, consisting of 1113, 3123, 3133, and 4843, and 15 hours from the following: 3533, 3543, 3553, 3900, 3903, 3913, 3923, 3953, 3963, 3973, 3983, 4363, and 4603; and one additional Sociology course.

**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 February 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), Fundamentals of Sociological Statistics (5283), Seminar in Sociological Theory (5933), and Advanced Sociological Statistics (6233), and Advanced Regression Analysis (5483).

In addition to the core courses, completion of the 34-hour thesis M.A. entails 15 hours of elective coursework and four hours of thesis credit. Among the 15 hours of electives, 9 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), 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 24 hours of elective coursework and a comprehensive oral examination. Among the 24 hours of electives, 15 must be courses housed in the Department of Sociology at the 5000-level or above. Among the remaining 9 hours, no more than three may be Directed Readings (5960).
Readings (5960) and no more than three may be crosslisted courses housed outside the department.

With the approval of the student’s adviser and the graduate committee, limitations on directed readings and courses outside the department may be modified. Under no condition, however, will a student be permitted to apply 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 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 from outside the Department of Sociology. A maximum of 24 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. The dissertation may begin after the student has successfully passed the examination.

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 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 from outside the Department of Sociology. A maximum of 24 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.
awards of $1,000 will be made annually. A committee will select the recipients during the spring semester, based on an evaluation of the creative or research activity.

CAREERS
Women’s and Gender Studies students learn a variety of marketable skills: critical thinking, writing, public speaking, organization, conflict resolution, diversity training and project design. The interdisciplinary and global perspective gained will enable the student to bring insight, sensitivity and appreciation to any professional situation they pursue. Majors will be well-prepared for work in for-profit or not-for-profit organizations, social help agencies, human rights advocacy, victim’s advocacy, or graduate study in law, medicine, human relations, education, nonprofit management, information science, communications, fine arts, public health, or academic research.

Undergraduate Study

MAJOR
Students may major in Women’s and Gender Studies in the College of Arts and Sciences. The Women’s and Gender Studies faculty has approved 33 hours of coursework including the following: WGS 1003, Introduction to Women’s and Gender Studies; a minimum of three hours in each of the three categories History and Culture, Literature, Art and Communication, and Contemporary Society and Policy; one Theory Requirement course; a senior requirement, which can be fulfilled by honors research, a senior thesis or an internship; and a Senior Capstone course.

MINORS
SOCIAL JUSTICE
The minor in Social Justice is comprised of 15 hours, including nine hours of upper-division coursework. Required courses are WGS 3123 and WGS 4023. The remaining nine hours are selected from lists of social justice-related courses.

WOMEN’S AND GENDER STUDIES
A minor is offered in Women’s and Gender Studies. Students must complete 18 hours of courses, including at least nine hours of upper division coursework. The minor requires WGS 1003, Introduction to Women’s and Gender Studies, 12 hours selected from courses across the University, and three hours selected from specified WGS courses. Interested students should contact the Women’s and Gender Studies office or website for current course listings.

Courses in Women’s Studies
Women’s and Gender Studies courses are offered through a variety of departments in addition to the following Women’s Studies (WGS) courses: 1003, Introduction to Women’s and Gender Studies; 3043, Gender, Power and Leadership; 3220, Topics Courses; 3233, Women Creating Social Change; 3413, Body Image vs. Reality; 3423, Women and Sports; 3443, Gender and Interpersonal Communication; 3453, Women’s Psychosocial Development; 3473, Red Dirt Women and Power; 3563, Gender and Global Politics; 3810, Topics Course including: Women, Law and International Human Rights; 3823, Motherhood in Contemporary Society; 3933, Witch-Hunt in Early Modern Europe; 3953, Women and the Law; 3960, Honors Reading; 3980, Honors Research; 4003, WGS Senior Capstone; 4013, Internship; 4120, Women, Violence and the Law; 4123, Contemporary Feminist Thought; 4913, Senior Thesis; 4990, Independent Study; 5013, Graduate Internship; 5120, Interdisciplinary Course; 5123, Contemporary Feminist Thought; and 5960, Directed Reading. Students should consult the Women’s and Gender Studies Office for assistance in course selection.

As an interdisciplinary program, Women’s and Gender Studies courses are offered through a variety of departments which include: African and African-American Studies, Anthropology, Art History, Classical Culture, English, Health and Exercise Science, History, Honors College, Human Relations, International and Area Studies, Journalism and Mass Communication, Liberal Studies, Modern Languages, Literatures and Linguistics, Musicology, Political Science, Religious Studies, Sociology, and others as topics are made available.

Graduate Study

Several graduate courses are offered each year in Women’s and Gender Studies. However, in order to pursue graduate study in Women’s and Gender Studies, a graduate student must be accepted into a department and design an interdisciplinary degree program in accordance with Graduate College guidelines. Women’s and Gender Studies faculty will assist students with program design.

Graduate Certificate in Women’s and Gender Studies
The purpose of the graduate certificate program is to provide an interdisciplinary graduate education which will broaden and/or give specialty focus to students’ Women’s and Gender studies. The program may particularly signify a student’s focus on one or more of the following: feminist scholarship, research or creative activity in a particular field of study; teaching interdisciplinary Women’s and Gender Studies; or professional public service for/to women/girls/sexual minorities. The graduate certificate will augment and provide formal recognition to students’ work in this area, thereby enhancing their success in the academic and professional job markets. Required courses for the certificate are WGS 5001, WGS 5123, and nine hours of electives.
College of Atmospheric & Geographic Sciences

ADMINISTRATIVE AND ACADEMIC OFFICE:
National Weather Center, Suite 3630
120 David L. Boren Blvd.
Norman, OK 73072
Phone: (405) 325-3095
FAX: (405) 325-1180
Internet: http://www.ou.edu/ags.html

- Department of Geography and Environmental Sustainability
- School of Meteorology

Administrative Officers
Berrien Moore, III, Ph.D., Dean and Vice President for Weather and Climate Programs
Aondover Tarhule, Ph.D., Executive Associate Dean
Mary Anne Hempe, M.F.A., Assistant Dean

Degrees Offered
- Bachelor of Arts in Environmental Sustainability
- Bachelor of Arts in Geography
- Bachelor of Arts in Geographic Information Science
- Bachelor of Science in Environmental Sustainability
- Bachelor of Science in Geography
- Bachelor of Science in Geographic Information Science
- Bachelor of Science in Meteorology
- Master of Arts
- Master of Science in Environmental Sustainability
- Master of Science in Meteorology
- Doctor of Philosophy

General Information
The Mission of the College of Atmospheric and Geographic Sciences is to provide a world-class academic experience that promotes innovation and research, which leads to advanced education and exciting careers in geography, environmental sustainability, meteorology, climate, geographic information science, and global environmental concerns. The College has particular strength in applied climatology, hydrology, atmospheric dynamics, mesoscale meteorology and severe storms, weather radar, atmospheric physics, geographic information systems, resource management and remote sensing of Earth's atmosphere and surface.

The College is composed of academic and research units: the Department of Geography and Environmental Sustainability and the School of Meteorology are the academic units; research units include the Atmospheric Radar Research Center, Center for the Analysis and Prediction of Storms, the Center for Spatial Analysis, the South Central Climate Science Center, the Cooperative Institute for Mesoscale Meteorological Studies, the Oklahoma Alliance for Geographical Education, the Oklahoma Mesonet, the Oklahoma Climatological Survey, the Oklahoma NASA Space Grant Consortium, and the Office of Weather Programs and Projects.

The College’s academic and administrative office is located in the National Weather Center, the University’s facility for weather education, research, and operations. This 250,000-square-foot facility houses weather research and operations programs of the University of Oklahoma, the College of Atmospheric and Geographic Sciences Dean’s Office and the U.S. National Oceanic and Atmospheric Administration.

Career Opportunities
Geography
More geographers than ever before are being hired in dozens of different fields. All levels of government hire geographers, who work for local and state economic development or planning offices, conduct research in recreation and park use, or map land use from satellite images. Many geographers at the federal level work for the Environmental Protection Agency, the Central Intelligence Agency, the U.S. Geological Survey, and the Department of State. Geographers also conduct marketing studies, plan transportation routes, understand international markets, advise businesses on the best location for new stores, work in real estate and urban planning, and determine environmental risks associated with site locations. From electric companies to wind-power farms, from forestry to telecommunications, real-time mobile interactive geographic technologies and databases are emerging as the backbone of large-scale management systems for industries with distributed assets and mobile workforces.

Environmental Sustainability
Climate change, habitat destruction, pollution and the overuse of natural resources have contributed to a human environment that may no longer be sustainable. Only by using modern scientific methods and by integrating scientific research with an understanding of the global economy and governmental institutions can we expect to understand and manage a natural environment that will be sustainable, supporting and enhancing the quality of life for generations to come. Skilled professionals educated in the principles of environmental sustainability are essential to the effective management of the natural environment. These professionals will be qualified for numerous sustainability-related positions in government, the private sector, the non-profit sector, and education. Because many managers in these sectors have only a vague understanding of sustainability, persons with degrees in environmental sustainability are positioned very well to achieve important leadership positions, setting agendas for long-run sustainability at the local, regional, national, and global levels.

Geographic Information Science
Location-based data are central to 80 to 90 percent of all governmental information and to a wide range of business endeavors. Students who major in geographic information science study the science and technology of gathering, analyzing, interpreting, distributing and using geographic information. The U.S. Department of Labor declared geospatial technology as one of the twelve targeted industries that are high growth, high demand, and economically vital for the nation. Lending itself to both physical and social sciences, geospatial technology is applied across a broad range of sectors. Career opportunities span academia, government, industry and non-governmental organizations and include careers in agriculture, forestry, urban planning, land use, soil mapping, energy & utilities, redistricting,
identifying and monitoring surface and ground water, flood damage assessment and relief measures, and consumer industries like in-car navigation systems.

**Meteorology**

Meteorologists are highly trained atmospheric professionals who not only report on the weather, but also forecast it, prepare warnings, study the ozone and pollution levels, brief pilots on hazardous conditions, monitor rainfall and flood levels, and conduct research into specific weather phenomena like severe storms and tornadoes. Although a large number of meteorologists are employed by the media and the National Weather Service, the demand for meteorologists from engineering and environmental firms, private weather forecasters and consultants, and over a dozen federal agencies indicates that the need for professional meteorologists will continue to increase. Employers include all branches of the military, airlines and cargo haulers, the National Aeronautics & Space Administration (NASA), utility and insurance companies, ocean shipping firms, commodity trading firms, federal and state research laboratories, and meteorological software companies.

**Programs for Academic Excellence**

**PARTICIPATION IN THE HONORS PROGRAM**

Eligible undergraduate students may 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.

**RESEARCH OPPORTUNITIES**

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. For more information on undergraduate research, visit the University's Undergraduate Research website.

Faculty-supervised research is an important component of the College of Atmospheric and Geographic Sciences graduate program. Many graduate students are supported financially through research assistantships funded by federal and private industry grants and contracts. Other graduate students are supported financially through teaching assistantships awarded by their academic units. Faculty-supervised student research leading to master's theses and doctoral dissertations is an integral component of the overall graduate degree requirements.

**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 Department of Geography and Environmental Sustainability, the Environmental Verification and Analysis Center (EVAC), and the Oklahoma Alliance for Geographic Education (OKAGE) are housed on floors four, five, and six in the Sarkeys Energy Center (SEC). Classrooms, computer labs, and laboratory facilities are also located in the building.

**THE NATIONAL WEATHER CENTER**

The National Weather Center (NWC) houses University of Oklahoma components and a confederation of state and federal organizations that work together on educational, pure and applied research, and operational activities.

The Atmospheric and Geographic Sciences Dean's Office, the School of Meteorology, the Cooperative Institute for Mesoscale Meteorological Studies, the Center for Analysis and Prediction of Storms, 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.

The NWC also houses the NWC Library, which contains almost 4,000 meteorology books and hundreds of government documents in its collection and access to over 50 atmospheric science journals. The NWC Library supports the research, education, outreach and operations missions of all of the entities in the NWC and also supports the wider meteorology community in Norman. For more information, visit the NWC Library's website.

**CENTER FOR SPATIAL ANALYSIS (CSA)**

The Center for Spatial Analysis (CSA) at the University of Oklahoma is a multidisciplinary university research center specializing in the study and application of geospatial science and technology. CSA is composed of three working units that focus on research and development, outreach and training, and applications and services. Through efforts in each of these units CSA seeks to advance the geospatial vision of the university and contribute to education, research, and economic development in the State of Oklahoma. Housed In Four Partners Place, CSA is a member of the National Weather Center program and the OU Research Campus, an affiliate member in the Oklahoma NASA Space Grant Consortium, and a partner to the Center for Applied Social Research. Visit their website at http://csa.ou.edu for further information.

**South Central Climate Science Center**

The South Central Climate Science Center (SC CSC) is part of a network of eight CSCs created to provide scientific information, tools, and techniques that managers and other parties interested in land, water, wildlife and cultural resources can use to anticipate, monitor, and adapt to climate change.

Housed in Two Partners Place, the SC CSC is supported by a consortium of partners that include The University of Oklahoma, Texas Tech University, Louisiana State University, The Chickasaw Nation, The Choctaw Nation of Oklahoma, Oklahoma State University, and the National Oceanic and Atmospheric Administration.
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 (excluding courses graded S/U or P/NP) 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 (excluding courses grade S/U or P/NP) with no withdrawals and an average of 3.50 or better.

Student Activities and Organizations

Students in the College of Atmospheric and Geographic Sciences form lasting friendships while at OU, drawn together by the rigors of their degree programs, a devoted faculty and staff, and social activities sponsored by the College of A&GS and by the College’s individual academic units. These include New Sooner Orientation, photo contests, the annual Bevo Barbeque, the Groundhog’s Day Party, forecast contests, the Weather Festival, and the Geography Bowl, to name just a few.

Students also form strong bonds through participation in student clubs, such as:

- The University of Oklahoma Geography & Environmental Sustainability Club
- GIS Club
- Association of Geography Graduate Students
- Student Chapter of the American Meteorological Society (SCAMS)
- Student Affairs Committee (Meteorology)
- Oklahoma Weather Lab (OWL)

Scholarships and Financial Aid

College of Atmospheric & Geographic Sciences

The College offers the John T. Snow Study Abroad Scholarship, a $1,500 award presented annually to an undergraduate who plans to study abroad during the upcoming year, and the South Central Climate Science Center International Studies Scholarship, a $5,000 award presented annually to students enrolled in OU’s Study Abroad program who have an interest in weather and climate impacts on society or environmental problem solving.

A&GS majors may also apply for NOAA’s Ernest F. Hollings Scholarship Program. This program provides successful undergraduate applicants with awards that include academic assistance (up to $8,000 per year for two academic years).

The College also offers research grant opportunities to A&GS upperclassmen. Students are encouraged to file the Free Application for Federal Student Aid, apply for scholarships, and other resources on the University’s financial aid website at ou.edu/financialaid.

Department of Geography and Environmental Sustainability (DGES)

DGES awards partial non-resident fee waivers; the annual awards range from $2,000 to $2,500 and are in addition to any other financial aid offered by OU. For transfer students, the awards are made based on grade point average (a 3.0 minimum GPA is required). For freshmen, awards are made based on a review of high school GPA and ACT/SAT scores. Typically five to seven awards are made each year.

DGES has also made a commitment to majors to support student attendance at professional conferences. This funding includes travel, lodging and registration fees.

The department also presents the following annual awards, which students may apply for at the University’s Centralized Academic Scholarship Hub (CASH) from October 1 to March 1:

- Vernon and Sandra Nutter Scholarship ($2,000)
- Pugh Pioneer Family Scholarship ($1,000)
- Ralph and Margaret Olson Scholarship ($1,000)
- James Davis Geography Early Scholar Award ($500)
- Bollinger Award ($500)
- Gress Family Scholarship ($500)

There are additional scholarship opportunities offered through the Center for Spatial Analysis (CSA) for students majoring in GIS, specifically:

- The Oklahoma NASA Space Grant Geospatial Workforce Development Award ($2000)
- The Spatial Energy Scholarship in Honor of Richard Crews ($1500)
- The Undergraduate Intelligence Defense Enrichment Fund ($500)

Application details are posted on the CSA website early in the spring semester

School of Meteorology

The School of Meteorology awards partial non-resident fee waivers; these annual awards range from $3,000 to $3,500 and are in addition to any other financial aid offered by OU. The awards are made based on a holistic approach with emphasis on AP classes and scores, high school GPA, ACT/SAT scores and written statements submitted during the application process. All non-resident students interested in a meteorology major will need to apply through the OU scholarship application. Typically 8 to 10 new awards are made each year. The awards are automatically renewed for up to four years as long as the student remains a non-resident meteorology major and maintains a minimum 3.0 GPA at OU. The School also presents the following annual awards, which students may apply for at the University’s Centralized Academic Scholarship Hub (CASH) from October 1 to March 1:

- Elbert W. “Joe” Friday Scholarship ($2,500)
- Forrest W. Johns Memorial Scholarship ($1,500)
- Kelvin and Lisa Droegemeier Endowed Scholarship for Excellence in Meteorology ($1,000)
- Eric Nguyen Memorial Scholarship ($750)
- Thomas Julian Lockhart Scholarship ($500)

The School of Meteorology has also made a commitment to their majors by supporting their attendance at professional conferences.
This funding includes transportation, accommodation and registration fees.

Meteorology majors may also apply for the following national scholarship opportunities:

**NWA scholarships** to undergraduates, junior or higher, majoring in meteorology.

**Pam Daalie Scholarship** provides funding to a sophomore or junior majoring in meteorology; winner must attend the annual Severe Storms and Doppler Radar Conference to receive the scholarship.

**American Meteorological Society (AMS) Scholarships and Fellowships**: AMS offers a number of scholarships, including one for incoming freshmen. OU students have been very successful obtaining these scholarships.

**NASA** provides scholarships for students who are dependents of current or retired NASA employees.

**Computing Services**

The College of Atmospheric and Geographic Sciences has made a major commitment to integrate and expand computer and network technology in its courses and programs. The College provides a specialized Media lab for exclusive use by its majors in the National Weather Center, Room 4803. This lab contains equipment geared toward the special needs of students majoring in the College of Atmospheric and Geographic Sciences and includes an HP DesignJet 800ps 42" Poster Printer. The College also maintains three state-of-the-art computer labs in Sarkeys Energy Center.

The College is a partner in the University of Oklahoma SuperComputing (OSCER-OU SuperComputing Center for Education and Research Center).

**Storm Chasing Policy**

The University of Oklahoma's College of Atmospheric and Geographic Sciences does not condone or encourage storm chasing by students. Anyone who chooses to chase storms does so at their own risk and should not imply that their activities are connected with the University. The only possible exception is when students are officially included in storm intercept activities conducted as part of well-planned and safety-trained scientific projects lead by faculty or scientists in the National Weather Center research units. Storm chasing is not part of the School of Meteorology course curriculum nor should such activities take precedence over the academic activities of the School such as coursework and attending classes and seminars.

**Undergraduate Study**

The A&GS Dean’s Office and your faculty adviser will:

- Work with you to establish realistic goals and objectives.
- Encourage you to be responsible for your own academic progress and to realize your full potential as a student at the University of Oklahoma.
- Understand and communicate the Atmospheric and Geographic Sciences curriculum, graduation requirements, and University of Oklahoma policies and procedures.
- Be accessible for meetings by appointment.
- Respond promptly to your e-mails and telephone calls.
- Make referrals to resources outside the College when needed.

**Help you monitor your progress toward graduation.**

**Assist you with any problems of an academic nature.**

As a student in the College of Atmospheric and Geographic Sciences, you are expected to:

- Learn the requirements for your degree program, which are posted on the college website and in the OU General Catalog.
- Become familiar with Degree Navigator, the University’s online system that monitors progress toward the completion of your degree.
- Become knowledgeable about University policies and procedures, e.g., drop/add deadlines, enrollment, how to apply for financial aid.
- Set a projected graduation date and develop a semester-to-semester plan to complete your degree.
- Stay up to date with College events and opportunities by reading Monday Memo, the College’s weekly online newsletter which is emailed to your OU email account every Monday during the spring and fall semesters.
- Meet with your faculty advisor at least once every semester.
- Schedule a degree check in the A&GS Dean’s Office (NWC, Room 3630) by the first semester of your junior year.
- Save a copy of every paper or major assignment, along with all official University documents (e.g., receipts) until you are cleared for graduation.
- Be responsible for your actions and decisions.

**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. Prospective students considering majoring in any of the College’s programs should complete as a minimum the following high school preparatory work:

- **Mathematics** — four years of college-preparatory mathematics.
- **Sciences** — a year each of physics, chemistry, biology and/or Earth sciences.
- **English** — four years (including grammar and composition).
- **Foreign Language** — two years (same language).

Prospective Students are encouraged to visit the Prospective Student section of the College’s website for more information on preparing for a degree at the University of Oklahoma.

**ADDITIONAL COLLEGE REGULATIONS**

**ADMISSION TO THE COLLEGE**

Students are admitted to the College of Atmospheric and Geographic Sciences from University College once they declare a major in geography, environmental sustainability, geographic information science, or meteorology, and complete the following requirements:
• a minimum of 24 semester hours of college credit.
• a minimum combined retention grade point average of 2.25.

Students transferring into the University of Oklahoma from another institution must have a minimum of 24 semester hours of college credit and a minimum 2.50 retention grade point average to be directly admitted to the College of Atmospheric and Geographic Sciences.

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

Students in the Department of Geography & Environmental Sustainability are advised by a professional academic counselor, who also works with majors to establish faculty mentoring Students in the School of Meteorology are advised by a faculty advisor, and also have access to a professional academic counselor in the School’s main office

In addition to the adviser in your academic unit, the Dean’s Office (NWC, Room 3630) is available to assist students with degree checks, transfer equivalencies, and any problems of an academic nature. Students may call (405) 325-3095 to schedule an appointment.

Please note that the responsibility for meeting graduation requirements lies with the student and not with the adviser, the school/department, or the Dean.

COLLEGE GRADE POINT AVERAGE REQUIREMENTS

To remain in good standing in the College of Atmospheric and Geographic Sciences, students must maintain a 2.25 combined retention grade point average in all coursework attempted, a 2.25 grade point average in all coursework attempted in the major area, and a 2.25 retention grade point average in all coursework attempted at OU.

ACADEMIC CONTRACT

Students whose major, combined retention or OU retention grade point averages fall below 2.25 are placed on academic contract. Students on academic contract are denied enrollment privileges through the College of Atmospheric and Geographic Sciences following any semester in which satisfactory scholastic progress toward a 2.25 has not been made.

Grade point deficiencies must be made up through reenrollment in major 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, the student may then enroll in non-major courses. For the freshman and sophomore years any course 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 the student’s major curriculum.

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.

COLLEGE CREDIT HOUR REQUIREMENTS

To be recommended for a bachelor’s degree in the College of Atmospheric and Geographic Sciences, a student must complete:

• A minimum of 120 semester credit hours applicable toward an Atmospheric and Geographic Sciences bachelor’s degree.
• A minimum of 40 semester credit hours of upper division credit (courses numbered 3000 or above) must be earned at an accredited senior institution.
• A minimum of 60 semester credit hours must be completed at accredited senior institutions.
• Transfer credit may be accepted from two-year colleges to meet lower division requirements only.
• A minimum of two semesters must be spent in residence in the College of Atmospheric and Geographic Sciences.
• At least 36 of the last 48 hours must be earned in residence at OU.
• No more than 52 of the minimum 124 semester credit hours may be taken in one department of the college (geography, geographic information science, or meteorology).
• No more than 12 hours of independent study or directed readings may be applied toward degree requirements.
• A minimum 2.25 must be maintained in the major, on all OU work attempted, and on the student’s combined retention grade point average.
• No more than six semester credit hours of military science may be applied toward degree requirements.

ADDITIONAL ACADEMIC REGULATIONS

• 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.
• 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.
• Full-time students may enroll in 12-19 hours of coursework. 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.
• Academically superior students are encouraged to contact the Honors College office to investigate their participation in the University’s Honors College.
• Pass/no pass enrollments may not be used to satisfy College of Atmospheric and Geographic Sciences requirements.
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 environmental sustainability, geography, geographic information science, hydrologic science, physical geography, weather and climate, and meteorology.

The specific Minor requirements will be found in the section of the catalog describing the major program offered by the College and at http://www.ou.edu/checksheets/minors.html. Minors in Hydrologic Science and Weather and Climate offered through the College are described below. 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 these 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.

Minor in Weather and Climate
The College of Atmospheric and Geographic Sciences offers students in other colleges a minor in Weather and Climate. This minor requires the successful completion of 15 hours of courses acceptable for major credit in Geography and Meteorology, to include nine hours at the upper-division level. This minor is not available to Geography or Meteorology majors.

College Requirements for Graduation

GRADUATION GRADE POINT AVERAGE
A minimum 2.25 must be maintained in the major, on all OU work attempted, and on the student’s combined retention grade point average to earn a bachelor’s degree through the College of Atmospheric and Geographic Sciences.

DISTINCTION AND SPECIAL DISTINCTION DEGREES
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.

BACHELOR OF ARTS DEGREE
The Bachelor of Arts degrees in A&GS emphasize the social applications of the discipline. Students pursuing a bachelor of arts will acquire knowledge and skills in foreign language, statistics and social understanding, including policy making.

In addition to University-Wide General Education requirements, the following must be completed for the Bachelor of Arts in Geography, Bachelor of Arts in Environmental Sustainability, or the Bachelor of Arts in Geographic Information Science:

- Humanities or Social Science — one course in addition to General Education requirements.
- Natural Science elective — one course in addition to General Education requirements, with or without lab.
- Two courses (six hours) intermediate-level foreign language. Students who demonstrate proficiency in a foreign language (through placement or competency exam) may replace the six hours of foreign language with adviser approved electives.
- Twenty-four hours of adviser approved coursework outside the Department of Geography and Environmental Sustainability.

Please note that although the Bachelor of Arts in Geography and the Bachelor of Arts in Environmental Sustainability require the completion of GEOG 3924 (Quantitative Methods in Geography), a course that carries General Education math credit, students must complete an additional General Education math course.

Total Minimum Curriculum Hours Required for Graduation: 120

BACHELOR OF SCIENCE DEGREES
The Bachelor of Science degrees in A&GS emphasize the science and engineering sides of the discipline. Students pursuing a Bachelor of Science degree will acquire knowledge and skills in math, physics and computation.

In addition to University-Wide General Education requirements, the following must be completed for the Bachelor in Science in Geography, the Bachelor of Science in Environmental Sustainability, the Bachelor of Science in Geographic Information Science, or the Bachelor of Science in Meteorology:

- CHEM 1315, General Chemistry*
- PHYS 2514, General Physics I for Science and Engineering Majors* and PHYS 2524, General Physics II for Science and Engineering Majors
- MATH 1823, Calculus & Analytic Geometry I,* MATH 2423, Calculus & Analytic Geometry II, MATH 2433, Calculus & Analytic Geometry III, and MATH 2443, Calculus & Analytic Geometry IV or MATH 1914, MATH 2924, and MATH 2934
- C S 1313, Computer Programming for Non-Majors or METR 1313 Programming for Meteorology
- A minimum of 15 hours of 3000-4000-level courses to be chosen from chemistry, computer science, engineering, geology, geophysics, mathematics, management information systems, meteorology, or physics; or statistics courses from microbiology, plant biology, political science, psychology, or sociology

* Also fulfills a University General Education requirement

Total Minimum Curriculum Hours Required for Graduation: 120

For specific requirements for individual degrees, please refer to the academic unit sections.

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, environmental sustainability, geographic information science, or 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.

Department of Geography and Environmental Sustainability

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Faculty Roster
Professors Greene, Hoagland, Meo, Shelley, Tarhule, Wallach; Associate Professors de Beurs, McPherson, Purcell, Rundstrom, Smith; Assistant Professors Gliedt, Koch, Loraamm, Moreno, Neeson, Shafer, Ziolkowska; Lecturers Alvarez, Fagin, Gress, Gros.

Degrees Offered
- Bachelor of Arts in Environmental Sustainability
- Bachelor of Science in Environmental Sustainability
- Bachelor of Arts in Geography
- Bachelor of Science in Geography
- Bachelor of Science is Geographic Information Science
- Bachelor of Arts in Geographic Information Science
- Masters of Arts (Geography)
- Master of Science in Environmental Sustainability
- Doctor of Philosophy (Geography)

General Information

Geography is one of the oldest organized fields of study. Natural curiosity about “What’s over there?” as well as 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. Continued exploration produced information that was synthesized, and the world was defined and interpreted by geographers.

Modern geography continues this tradition today. It is the study of the Earth’s physical environments, the people who inhabit them, and the interactions between people and their environments. The study of the Earth’s physical environments, features, and processes is the domain of physical geography while human geography focuses on people, the patterns and dynamics of cultures, societies, economies and regions. Thus, unique among all disciplines, geographic inquiry sits at the intersection of the social sciences and the natural sciences. Within the department, the research interests and expertise of faculty members cover the entire spectrum of geography including biogeography and human impacts on species distribution, applied climatology, renewable energy resources, hydrology and water resources, land cover and land use change, cultures, indigenous identities, political ecology, regional specialties, environmental policy and natural hazards.

Environmental Sustainability is a growing field that addresses how societies can meet the needs of the present without compromising the ability of future generations to meet their needs. Environmental sustainability has emerged as a field of study following recognition that the resources that support human life and make it comfortable are decreasing in quantity and quality while the demand and consumption for these resources continues to rise. Simultaneously, there is recognition that the issues involved, such as renewable energy resources, climate change, biodiversity loss, water resources, environmental justice, air and environmental quality etc., are cross-cutting issues that are not, and cannot adequately be, addressed by existing disciplines. Thus, there is need for new educational and research paradigms that weave environmental, economic and social issues together to provide students with an interdisciplinary education designed for dealing with such complex issues. To meet this need, more than 300 sustainability-related degree and certificate programs have been developed at colleges and universities throughout the United States over the past several years. The environmental sustainability degree program at the University of Oklahoma is the only full-fledged degree granting program in the Big 12. Graduates of this program will lead efforts in research, decision-making, and policies that underpin the drive for sustainable futures.

Geographic Information Science (GIS) is the science and technology of acquiring, analyzing, visualizing, and interpreting data to enhance understanding, reveal relationships, patterns, and trends, and to support decision-making processes. Geographic Information Science includes the study, development and application of geographic information systems, remote sensing and global positioning systems (GPS). It is by nature multidisciplinary and has considerable applications in nearly all disciplines including anthropology, biology, business management, ecology, engineering, geography, geology, library studies, meteorology, sociology, and urban and regional planning, among many others. GIS integrates methods from all these different fields in order to solve problems and understand human and physical systems from local to global scales. Virtually any kind of data that has geographic attributes can by analyzed and visualized in GIS to reveal information that is essentially not available using any other means. For these reasons, many businesses and organizations find GIS an indispensable part of routine operations and for long term strategic planning. Several faculty members have strong research interests in applying GIS and remote sensing technologies to understand land use land cover change, ecosystem dynamics, and urban environments

Programs for Academic Excellence

Geography, environmental sustainability, and geographic information science are all strongly interconnected. Together, they provide us with new ways of thinking and tools for understanding and managing our planet. Yet each is sufficiently distinct and
provides different career paths and opportunities for students and practitioners.

The department’s educational mission and scholarship covers the entire spectrum of geography, environmental sustainability, and geographic information science. Faculty research interests in physical geography include hydrology, global and tropical climatology, land use land cover, and biogeography. In human geography, faculty research interests include economic and natural resource development, indigenous cultures, specific regions, such as Latin America, Africa, Russia and East Asia, and indigenous use of media. Research in environmental sustainability focuses on renewable energy resources principally, energy and wind power development, ecosystem valuation, and sustainability perception. Many faculty members make extensive use of geographical information systems (GIS) in both geography and environmental sustainability research, in addition to investigating cutting edge methodological issues in geographic information sciences.

Faculty members also use a wide range of quantitative and analytic methods, statistics remote sensing, archival methods and qualitative methodologies. The faculty is involved in wide ranging research associated with areas including natural hazards, land-use and land cover change, water resources, applied climatology and sustainability. The faculty is currently working in many geographical areas, including the United States, Canada, Latin America, West Africa, the Middle East, and South and East Asia.

Special Facilities and Programs

Department offices are housed primarily on the fourth, fifth and sixth floors of Sarkeys Energy Center, while laboratories are located on the first floor of the same building. Available software includes ERDAS, ENVI, ARCMap, Microsoft Office products and SPSS for statistical analysis.

The department has laboratories for physical geography, cartography, 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 also houses the Oklahoma Wind Power Initiative (OWPI), which investigates and promotes wind energy resources and economic information to policy makers, land owners, potential wind energy investors, and citizens of Oklahoma, and the Oklahoma Alliance for Geographic Education (OKAGE), an organization for geography educators in Oklahoma. OKAGE is affiliated with the National Geographic Society and its national network of state geographic alliances and national geography organizations.

Study Abroad

Students majoring in geography, environmental sustainability, and geographic information science are strongly encouraged to participate in the University’s Study Abroad Program during the junior or senior year. Department advisors work closely with students to ensure that courses taken abroad will apply to their degrees. Students may study abroad in any of more than 100 cities across 50 countries around the world. Graduates of the program have studied abroad in Austria, Costa Rica, Ecuador, Ireland, Germany, Netherlands, Peru, the Galapagos Islands, and the United Kingdom (English and Scottish universities). The College of Atmospheric and Geographic Sciences offers the John T. Snow Study Abroad Scholarship; this $1,000 award is presented each year to a junior A&GS student who plans to study abroad, in addition to funding opportunities offered by OU through the Study Abroad Program.

Scholarships

The department offers 11 awards and scholarships (5 of which are endowed) which are used annually to recognize deserving students. The Ralph and Margaret Olson Scholarship Fund provides awards to students on the basis of high academic achievement; undergraduate 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. The James Davis Geography Early Scholar Award and the Gress Family Scholarship are awarded to freshmen or sophomores who declare a major in geography or environmental sustainability in the freshmen or sophomore year. The Chair’s award for Outstanding Senior Capstone is awarded each year to the student or team of undergraduate students that produce an original body of work judged to be the best by the faculty members.

Undergraduate Study

All undergraduate students majoring in geography, environmental sustainability, or geographic information science are required to complete a core curriculum in the respective degrees, which provides students with an introduction to the major areas of geography and sustainability. Both the bachelor of arts and bachelor of science degrees contain electives that allow the student (in consultation with an adviser) to craft a degree program that meets their interests in the various facets of the fields. Students are encouraged to meet with the departmental faculty advisers 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 the Atmospheric & Geographic Sciences checklists.

No more than 52 hours may be taken in one department of the college.

BACHELOR OF ARTS IN ENVIRONMENTAL SUSTAINABILITY General Education: 40 semester hours distributed in accordance with University General Education requirements.

College of Atmospheric and Geographic Sciences Requirements:

Additional humanities or social sciences electives (3 hours, 1 course). To be chosen from the University-Wide General Education list.

- Additional science elective (3-4 hours, 1 course). With or without a laboratory component. To be chosen from the University-Wide General Education Approved List.
- Two foreign language courses at the intermediate level, or demonstrated competency (via placement or competency exam) at the intermediate level.
• An additional 24 hours of advisor-approved electives.

Major Requirements: 40 semester hours including GEOG 1203, 3233, 3443, 3773, 3924, 4543, 4893, 4953 (Capstone); GIS 4013; and four courses chosen from the list for the student's concentration (Science and Natural Resources; Planning and Management; or Culture and Society). No more than two courses may be chosen from one department.

Electives chosen in consultation with the departmental faculty adviser to complete the 120 hours required to include 40 hours at the upper division (3000-4000) level.

BACHELOR OF SCIENCE IN ENVIRONMENTAL SUSTAINABILITY

General Education: 40 semester hours distributed in accordance with University General Education requirements.

College of Atmospheric and Geographic Sciences Requirements: 28 semester hours including:

• MATH 1823, 2423, 2433, and 2443 or MATH 1914, MATH 2924, and MATH 2934
• C S 1313 or METR 1313
• CHEM 1315
• PHYS 2514 and PHYS 2524

Major Requirements: 40 semester hours including Geography 1203, 3233, 3443, 3773, 3924, 4543, 4893, 4953 (Capstone); GIS 4013; and four courses chosen from the list for the student's concentration (Science and Natural Resources; Planning and Management; or Culture and Society). No more than two courses may be chosen from one department.

Additional Science Requirements: A minimum of 15 hours of 3000-4000 level courses to be chosen from chemistry, computer science, engineering, geology, geophysics, mathematics, management information systems, meteorology or physics, or statistics courses from plant biology, microbiology, political science, psychology, or sociology.

Electives chosen in consultation with the departmental faculty adviser to complete the 120 hours required to include 40 hours at the upper division (3000-4000) level.

BACHELOR OF ARTS IN GEOGRAPHY

General Education: 40 semester hours distributed in accordance with University General Education requirements.

College of Atmospheric and Geographic Sciences Requirements:

• Additional humanities or social science electives (3 hours, 1 course). To be chosen from the University-Wide General Education list.
• Additional science elective (3-4 hours, 1 course). With or without a laboratory component. To be chosen from the University-Wide General Education Approved List.
• Two foreign language courses at the intermediate level, or demonstrated competency (via placement or competency exam) at the intermediate level.
• An additional 24 hours of advisor-approved electives.*

Major Requirements: 46 semester hours including GIS 2033, 2023, 4033, 4253, 4453, 4713, 4923, 4953, GEOG 3773, 3924, 4923, 4953 (Capstone), MIS 2113, MIS 3013.

*Major Support Cognate and Advisor-Approved Electives: The College's requirement of 24 hours of advisor-approved electives will be satisfied by the completion of a 12-hour Cognate area (12 hours, to include six hours at the upper division level) and an additional 12 hours of advisor-approved electives.

Electives chosen in consultation with the departmental faculty adviser to complete the 124 hours required (including 40 upper-division).

BACHELOR OF SCIENCE IN GEOGRAPHIC INFORMATION SCIENCE

General Education: 40 semester hours distributed in accordance with University General Education requirements.

College of Atmospheric and Geographic Sciences Requirements: 28 semester hours including:

• MATH 1823, 2423, 2433, and 2443 or MATH 1914, MATH 2924, and MATH 2934
• C S 1313 or METR 1313
• CHEM 1315
• PHYS 2514 and PHYS 2524

Major Requirements: 46 semester hours including GIS 2013, 2023, 4013, 4253, 4453, 4713, 4923, 4953, GEOG 3773, 3924, 4923, 4953, and 4953 (Capstone), MIS 2113, MIS 3013.

Major Support Cognate: Twelve hours (to include six upper-division hours) in the same area, to be chosen from the following: botany, economics, geography, geology, journalism, meteorology, political science, psychology, sociology or another adviser-approved area.

Additional Science Requirements: A minimum of 15 hours of 3000-4000 level courses in botany, chemistry, computer science, engineering, geology, geophysics, mathematics, management information systems, meteorology, microbiology, or physics.

Electives chosen in consultation with the departmental faculty adviser to complete the 124 hours required (including 40 upper-division).

BACHELOR OF ARTS IN GEOGRAPHY

General Education: 40 semester hours distributed in accordance with University General Education requirements.

College of Atmospheric and Geographic Sciences Requirements:

• Additional humanities or social science electives (3 hours, 1 course). To be chosen from the University-Wide General Education list.
• Additional science elective (3-4 hours, 1 course). With or without a laboratory component. To be chosen from the University-Wide General Education Approved List.
• Two foreign language courses at the intermediate level, or demonstrated competency (via placement or competency exam) at the intermediate level.
• An additional 24 hours of advisor-approved electives.

Department of Geography Core Requirements: 37 semester hours including GEOG 1113 or GIS 2023, GEOG 3203, 3213, 3243, 3773, 3924, 4893, one upper-division regional course, one course in Geographic Information Science, two Geography courses as electives and GEOG 4953 (Capstone).
Electives chosen in consultation with the departmental faculty adviser to complete the 124-126 hours required (including 40 upper-division).

BACHELOR OF SCIENCE IN GEOGRAPHY

General Education: 40 semester hours distributed in accordance with University General Education requirements.

College of Atmospheric and Geographic Sciences

Requirements: 28 semester hours including:

- MATH 1823, 2423, 2433, and 2443 or MATH 1914, MATH 2924, and MATH 2934
- C S 1313 or METR 1313
- CHEM 1315
- PHYS 2514 and PHYS 2524

Major Requirements: 37 semester hours including Geography 1113 or GIS 2023, GEOG 3023, 3213, 3243, 3773, 3924, 4893, one upper-division regional course, one course in Geographic Information Science, two Geography courses as electives and GEOG 4953 (Capstone).

Major Support Requirements:

- CHEM 1415
- A minimum of nine hours of approved biological science, chemistry, computer science, mathematics, physics, engineering and geosciences courses outside the major. At least six hours must be completed at the upper division (3000-4000) level.

Electives chosen in consultation with the departmental faculty adviser to complete the 126 hours required (including 40 upper-division).

MINORS

Environmental Sustainability

A minor in environmental sustainability requires a minimum of 18 hours of courses acceptable for major credit, including at least fifteen upper-division hours. In fulfilling the minor requirements, a student must complete GEOG 1203 and the environmental sustainability core courses (GEOG 3233, 3443, and 4543). The remainder of the 18 required hours must come from upper-division courses listed in the three concentrations available to Environmental Sustainability majors (Science and Natural Resources; Planning and Management; and Culture and Society).

Geographic Information Science

A minor in geographic information science 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 GIS 2013 and GIS 2023; and an introductory-level techniques course from 3924, 4133, or 4453. The remainder of the 15 required hours must come from upper-division graded geography courses selected in consultation with a departmental adviser.

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, 4133, or 4453. The remainder of the 15 required hours must come from upper-division graded geography courses selected in consultation with a departmental adviser.

Physical Geography

A minor in physical geography requires a minimum of 15 hours of upper-division courses acceptable for major credit, to be chosen from GEOG 3023, 4133, 4203, 4233, 4273, 4283, 4293, 4314, and 4343. Topics in GEOG 3890 (Selected Topics in Geography) and GEOG 4990 (Independent Study) that are related to Physical Geography will also apply. In addition to GEOG 4133, one upper-division course from the minor in Geographic Information Science may be substituted for a course in this minor. This minor is not available to Geography majors.

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 and be able to define the goals and objectives for their degree program, and submit at least three letters of recommendation. The department requires results of the Graduate Record Examination as additional evidence of scholarly promise, but 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 / Master of Science

The M.A./M.S. degrees certify that a student has a professional grasp of the concepts and techniques of geography/environmental sustainability 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 for both the M.A. and M.S. requires a total of 30 hours of graduate credit, with at least a B average. For the M.A. (Geography), specific coursework requirements include: satisfactory completion of Contemporary Geographical Thought (6973); Research and Writing in Geography (6953); two three-credit hour 6000-level seminars, and a minimum of four hours and no more than six hours of thesis credit. The remaining four hours are satisfied with elective courses that the student takes in consultation with his or her adviser and the advisory committee. For the M.S. in Environmental Sustainability, specific coursework requirements include: GEOG 5433 Environmental Sustainability—Theory and Practice, GEOG 5243 Systems Thinking and Knowledge Integration, GEOG 5253 Economics of Sustainability, GEOG 5333 Corporate Environmental Strategy, and GEOG 5543 Life Cycle Analysis. The remaining courses are satisfied with elective courses that the student takes in consultation with his or her adviser and the advisory committee.

In addition, the student will:

- Present a thesis proposal and, ultimately, produce a thesis acceptable to the advisory committee.
- 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 (M.A.) or 33 hours of graduate credit (M.S.), with at least a B average. For the M.A. degree, specific coursework requirements include: satisfactory completion of Contemporary Geographical Thought (6973), Research Methods (6953), and three three-credit hour seminars or graduate courses, and one field course; the demonstration of an acceptable level of competence in two areas of specialization; development of a cognate field; and 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 adviser 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. 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 a proposal as well as written and oral examinations. The proposal presentation will be open to the general public and must be announced in advance, giving the entire department and public a chance to participate. A written statement of the proposal shall be given to each member of the dissertation committee and to the remaining members of the faculty. A student will not be allowed to sit for the comprehensive examination until the advisory committee has approved his or her dissertation proposal. The comprehensive examinations will be administered by an examining committee of at least five faculty members from geography, one, designated the external committee member, must be 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.

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 faculty members in the department and also 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.
School of Meteorology

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Faculty Roster

Professors Beasley, Bluestein, Carr, Chilson, Droegemeier, Fedorovich, Fiedler, Leslie, Moore, Morrissey, Palmer, Parsons, Richman, Shapiro, Straka, Xue, Zhang; Emeritus Professors Crawford, Duchon, Friday, Kimpel, Lilly, Sasaki; Associate Professors Lakshmanan, MacGorman, Rust, Ryzhkov, Schaefer, Schultz, Stensrud, Trafalis, Turner, Wicker, Xu, Znic; Adjunct Associate Professors Basara, Biggerstaff, Klein, Postawko, Wang; Assistant Professors Cavallo, Homeyer, Martin; Adjunct Professors Brooks, Brown, Burgess, Doswell, Doviak, Jorgenson, Kanak, Karoly, Kogan, Lakshmanan, MacGorman, Rust, Ryzhkov, Schaefer, Schultz, Stensrud, Trafalis, Turner, Wicker, Xu, Znic; Adjunct Associate Professors Basara, Brewster, Broztge, Elmore, Gao, Gourley, Hong, Kin, Kong, Lauferweiler, Mavriplis, McPherson, Schuur, Yu, Zhang; Adjunct Assistant Professors Heinselmann, Jung, McGovern

Degrees Offered

- Bachelor of Science in Meteorology
- Master of Science in Meteorology
- Doctor of Philosophy

General Information

Meteorology, or atmospheric science, is the study of the atmosphere and its interaction with Earth’s surface, oceans, and biological systems. Meteorologists seek to describe, understand, and predict weather phenomena that occur on space scales ranging from millimeters to thousands of kilometers, and on time scales from microseconds to thousands of years or longer. These phenomena range from localized thunderstorms and tornadoes, to regional frontal systems and hurricanes, to global climate change.

There are two major scientific areas of research in meteorology today. One is in the study and prediction of severe and hazardous weather events that strongly affect life and property. These include, but are not limited to, lightning, tornadoes, floods, hail, blizzards, dense fog and hurricanes. The second is the understanding of the Earth’s climate system. Research activities here include study of past climates, regional (mesoscale) climate, surface and boundary layer processes, climate change and seasonal forecasting. The School of Meteorology is actively engaged in research on all the above-mentioned topics.

The University of Oklahoma is the only university in the state that offers undergraduate and graduate programs in meteorology. The School of Meteorology maintains an enrollment of approximately 300 undergraduate students and 100 graduate students. Led by 24 internationally recognized faculty members, and assisted by adjunct faculty members representing scientists from other Weather Center organizations, the undergraduate program is a broad, rigorous and challenging curriculum in basic meteorology.

Students graduating with a bachelor’s degree are well qualified for graduate school or employment in government, the military, or the private sector.

Programs for Academic Excellence

A unique feature of the School of Meteorology is that it has close ties with several university-based state and federal research and operational organizations in Norman. Collectively known as the National Weather Center, these organizations include the School, the Department of Geography and Environmental Sustainability, the Oklahoma Climatological Survey, Center for Spatial Analysis, the Cooperative Institute for Mesoscale Meteorological Studies, the Center for Analysis and Prediction of Storms, the Atmospheric Radar Research Center, the Environmental Verification and Analysis Center, the National Severe Storms Laboratory, the National Weather Service Forecast Office, the Storm Prediction Center, the WSR-88D Doppler Radar Operations Center, and the Warning Decision Training Branch. These organizations provide part- and full-time employment opportunities for undergraduate and graduate students as well as opportunities to participate in state-of-the-art research projects and observational field programs. The high concentration of research and operational institutions also attracts a large number of distinguished visiting scientists for stays varying in length from a day to a year. Nearly all of these organizations have been housed together in the new National Weather Center building since fall 2007.

Facilities available to students and faculty include a PC LINUX-based lab/classroom (25 machines), a general purpose Apple Macintosh computer lab as well as departmental servers for e-mail, World Wide Web, and weather data. Departmental computing resources are augmented by the College of Atmospheric and Geographic Sciences Amoco PC lab and the resources of the OU Supercomputing Center, OSCER. All these resources are interconnected through the campus network of wired and wireless connections and to the Internet for access to national supercomputer centers, the World Wide Web, and other stops on the information superhighway. The school provides a full suite of current weather data, radar data and forecast products from the National Weather Service. Data are also available from the Oklahoma Mesonet, a unique network of remotely operated ground-based sensors providing current weather at the county level for the entire state. The school also helps support two large mobile Doppler radar research vehicles (SMART-R) for the detailed study of tornadoes, thunderstorms, hurricanes, fronts and other small-scale phenomena. Observational and experimental work and instrumentation development are pursued in laboratories located in the School, OCS, and on the roof of the NWC. Hands-on experience is an important part of the degree programs of the School of Meteorology. Facilities at the National Weather Center and its partners taken together provide unique opportunities and challenges for students of all levels.

ATMOSPHERIC RADAR RESEARCH CENTER (ARRC)

Under the auspices of the University of Oklahoma’s Strategic Radar Initiative, faculty members from the Schools of Meteorology and Electrical and Computer Engineering have united to form an interdisciplinary team of scientists and engineers to solve challenging Doppler radar research problems and prepare the next generation of students. Through the collaborative nature instilled in its members, the ARRC has proven effective at developing...
synergy in the field of weather radar between science and engineering. In the National Weather Center and its laboratory facilities in One Partner’s Place, meteorology and engineering faculty and students work side-by-side to learn from each other in a true team environment. This interdisciplinary esprit de corps has already had a profound effect on both the undergraduate and graduate educational experiences in radar provided to OU students. Since being established in 2004, the ARRC has grown to include 10 faculty members, over 30 graduate students, and several postdoctoral fellows. Areas of research concentration are in radar configuration/design/optimization, signal processing, phased array/imaging, retrieval algorithm development, quantifications of radar performance and measurement uncertainty, cloud/precipitation microphysics, severe convective storms, boundary layer dynamics, wind-field retrieval, radar-based model parameterization and initialization, electro-magnetic signatures of targets, birds, insects, and hydrometeors, waves in random media, and polarimetry/interferometry techniques. The ARRC offers graduate research assistantships, post-doctoral fellowships, visiting scientist appointments, and undergraduate fellowships. For additional information, visit the ARRC’s web site at http://arrc.ou.edu.

CENTER FOR ANALYSIS AND PREDICTION OF STORMS (CAPS)
CAPS originated in 1989 as a National Science Foundation Science and Technology Center and graduated from this program in 2000. It continues to be supported by a number of agency grants as well as private industry, and its primary mission remains the development of techniques for the prediction of high-impact local weather with an emphasis on thunderstorms and mesoscale phenomena. Its research programs include numerical modeling and computational fluid dynamics, data assimilation, small-scale predictability, physical process studies, Doppler radar analysis and forecast evaluation. CAPS recently helped initiate a new NSF Engineering Research Center for Collaborative Adaptive Sensing of the Atmosphere (CASA) that is focused on developing new Doppler radar technology and also leads an NSF Information Technology Research grant known as Linked Environments for Atmospheric Discovery (LEAD). CAPS offers graduate research assistantships, post-doctoral fellowships, visiting scientist appointments, and undergraduate fellowships. For additional information, visit the Center’s web site at www.caps.ou.edu.

COOPERATIVE INSTITUTE FOR MESOSCALE METEOROLOGICAL STUDIES (CIMMS)
CIMMS is a joint University of Oklahoma/NOAA cooperative institute designed to improve the effectiveness of research and instruction by providing a stimulating environment where scientists can meet and work on problems of mutual interest. Current research themes include convective and mesoscale processes, forecast improvements, climatic effects of/controls on mesoscale processes, socioeconomic impacts of mesoscale weather systems and regional-scale climate variations, Doppler weather radar research and development, and climate change monitoring and detection. CIMMS is also the home of the Site Scientist for the DOE Atmospheric Radiation Measurement (ARM) Program for the Southern Great Plains, and the Data Quality Office for all three ARM Sites (Southern Great Plains, Tropical Western Pacific, North Slope of Alaska). CIMMS is housed on the second and third floors in the National Weather Center. For additional information, visit the Institute’s Web site at www.cimms.ou.edu.

ENVIRONMENTAL VERIFICATION AND ANALYSIS CENTER (EVAC)
The Environmental Verification and Analysis Center (EVAC) brings together scientists to work as a team to develop, apply, and teach geostatistical methods used to verify model and remote sensing data. The center includes representatives from different university and government programs and the Mesonet network of environmental monitoring stations capable of providing a variety of measurements at high time and space resolution. For additional information, visit the center’s web site at http://www.evac.ou.edu/.

NATIONAL SEVERE STORMS LABORATORY (NSSL)
The NOAA National Severe Storms Laboratory (NSSL) is 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 FORECAST OFFICE (NWSFO)
The NWSFO, a technologically advanced forecast facility prepares and disseminates life-saving warnings, watches and advisories for all types of hazardous weather conditions affecting 48 counties in central, western and southern Oklahoma, and eight counties in western north Texas. Intern and temporary position opportunities are available for OU students.

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 thunderstorm 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.

The WARNING DECISION TRAINING BRANCH develops and delivers training on the integrated elements of the warning process within a National Weather Center forecast office.

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.ocs.ou.edu.

RADAR OPERATIONS CENTER (ROC)
The ROC, a NOAA organization partially located in the National Weather Center 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 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), 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.

Exchange Program
The School of Meteorology has developed exchange programs with the University of Reading in England (PDF), Hamburg University in Germany (PDF), and Monash University in Australia (PDF). Meteorology majors at the University of Oklahoma can apply to study abroad at one of these institutions during the spring semester of their junior year. Students complete the equivalent of OU meteorology requirements at one of these schools, so there is no delay in graduation. The College of Atmospheric and Geographic Sciences also offers the John T. Snow Study Abroad Scholarship; this $1,000 award is presented each year to a junior A&GS student who plans to study abroad. For more information about these programs, visit the School’s website here: http://som.ou.edu/academics.php.

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., Suite 5900
Norman, OK 73072

Undergraduate Study

BACHELOR OF SCIENCE IN METEOROLOGY
For detailed semester by semester curriculum requirements, please consult: http://www.ou.edu/content/checksheets/atmospheric-geographic.html.

No more than 52 hours may be taken in one department of the college.

Students must earn a grade of C or better in all CS, MATH, PHYS, and METR courses that are direct prerequisites to subsequent METR courses.

General Education: 40 semester hours distributed in accordance with University requirements. https://www.ou.edu/content/gened/courses.html

College of Atmospheric and Geographic Sciences
Requirements: 28 semester hours to include:

- MATH 1823*, 2423, 2433, and 2443 or MATH 1914*, MATH 2924, and MATH 2934
- CS 1313 or METR 1313
- CHEM 1315**
- PHYS 2514** and PHYS 2524

*Also fulfills University General Education Mathematics requirements
**Also fulfills University General Education Natural Science requirement

Major Requirements: 40 hours to include METR 1111, 2011, 2013, 2021, 2023, 3113, 3123, 3213, 3223, 3615, 4133, 4233, 4424, 4433, 4911 (Capstone), 4922 (Capstone), and a 3-hour Upper Division (3000-4000) elective in meteorology, hydrology or climatology.

Major Support Requirements (15-16 hours):

- PHYS 1311 and 1321
- MATH 2443 and 3413
- METR 4313 or MATH 4753
- 3-hour communication elective to be chosen from COMM 1113, COMM 2613, ENGL 3153, EXPO 1223, GEOL 3333, JMC 2033, or METR 3980
- 4-5 hour science elective to be chosen from AGSC 1013, AGSC/GEOL 2014, ASTR 1504, ASTR 1514, BIO 1114, CHEM 1415, GEOG 1114, PHSIO 1114

Free Electives: Electives to bring total applicable hours to 125-126 including 52 upper-division hours.
Minors
Meteorology
The College of Atmospheric and Geographic Sciences offers students in the physical sciences and engineering majors a minor in Meteorology. The minor requires the successful completion of 17 hours of courses acceptable for major credit, including METR 2011, 2013, 2021, 2023 and nine hours of upper-division meteorology courses. Students majoring in engineering or one of the physical sciences who have demonstrated academic excellence may be exempt from the lower division requirements for the minor in meteorology; the School of Meteorology will determine which student are eligible for this exemption. Students who are not required to complete lower division requirements must complete a minimum of 15 hours of upper division (3000 or 4000) coursework in meteorology.

Broadcast Meteorology
This minor is only available to students majoring in meteorology. The minor requires COMM 2613 or DRAM 1603 and an additional 14 hours of Journalism coursework, including JMC 2033, 3063, 3663, 3011 ("TV News Editorial"), 3011 ("TV News Production Crew"), and 3773.

Meteorology majors are also encouraged to consider minors offered through other OU academic programs. Possible minors include math, physics, computer science, physical geography, geographic information science, interdisciplinary perspectives on the environment, hydrologic science, general business, entrepreneurship, astronomy, chemistry and geology.

Graduate Study
Admission
The general requirements for admission to the Graduate College must be fulfilled (see http://gradweb.ou.edu). The application form for the School of Meteorology Graduate Program can be found under Graduate Information at the http://som.ou.edu. 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
The general requirements for admission to the Graduate College must be fulfilled (see http://gradweb.ou.edu). The application form for the School of Meteorology Graduate Program can be found under Graduate Information at the http://som.ou.edu. 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.

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 5333, 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.
- Satisfactorily defend the master’s thesis.

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 5333, 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.

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).
• 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.  
  2. Dissertation defense.

**Ph.D. GENERAL EXAMINATION**

As stipulated by the Graduate College, passing a "General Examination" consisting of a written and oral portion is a degree requirement for receiving a Ph.D. from the University of Oklahoma. The Graduate College defines many procedures about the General Examination, which the student and the student’s Doctoral Committee should recognize and heed. This document codifies additional School of Meteorology (the "academic unit") rules pertaining to the "General Examination for a Ph.D. in Meteorology." The Graduate College states: "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."

To this end, the following is required: The student’s Doctoral Committee will define a task of critical review and analysis of a topic in meteorology. The task may be relevant to the student’s specialty within meteorology, but should not be about material that is planned to be directly incorporated into the student’s Dissertation. More details about the General Exam can be found at [http://som.ou.edu/](http://som.ou.edu/).
Michael F. Price College of Business

207 Adams Hall
Norman, OK 73019-4007
Phone: (405) 325-3611
FAX: (405) 325-2096
Internet: http://price.ou.edu

Administrative Officers

Daniel W. Pullin, M.B.A., Dean
Robert C. Dauffenbach, Ph.D., Associate Dean, Research and Graduate Programs and Director, Center for Economic and Management Research
Nim Razook, J.D., Associate Dean for Undergraduate Programs
Andrew D. Cuccia, Ph.D., Coordinator, Master of Accountancy Program
Vacant, Director, Graduate Programs
Sherry Isom, Director, Price Academic Advising Services
Mary Lurry, B.A., Executive Director of Development
Robert Harper, B.S., Director of Undergraduate Student Professional Development
Steve Long, B.S., Director of Energy Management
Crystal Clayton, M.A., Director, JCPenney Leadership Program
David W. Williams, M.H.R., Director, Business Communications Center
Kate Downing, B.A., Director of Communication
Judy B. Rendeluk, B.A., Executive Assistant to the Dean
James M. Wheeler, B.B.A., Executive Director, Center for Entrepreneurship Center
Eddie Edwards, M.B.A., Executive Director of the MBA Program

Faculty Roster

JOHN T. STEED SCHOOL OF ACCOUNTING

200 Adams Hall
(405) 325-4221
Terry L. Crain, Director
Professors Black, Crain, Ghosh, M. Knapp, Thomas; Associate Professors Cuccia, Jensen; Assistant Professors Hennes, C. Knapp.

DIVISION OF FINANCE

205 Adams Hall
(405) 325-5591
Pradeep K. Yadav, Director
Professors Fernando, Linn, Megginson, Stock, Yadav; Associate Professor Stanhouse; Assistant Professor Bakke, Demiralp, Golubeva, Mahmudi, Sambalabaat, Zhu.

DIVISION OF MANAGEMENT AND ENTREPRENEURSHIP

206 Adams Hall
(405) 325-2651
Mark P. Sharfman, Director
Professors Buckley, Busenitz, C. Russell, Sharfman; Associate Professors M. Bolino, Bradley, Downs, Short; Assistant Professors Anderson, Bolen, A. Bolino, Drover, Townsend.

Degrees Offered

- Bachelor of Business Administration
- Joint Bachelor of Business Administration with a Major in Accounting and Master of Accountancy
- Master of Accountancy
- Master of Business Administration
- Master of Science in Management Information Systems
- Accelerated Bachelor of Science in Industrial Engineering and Master of Business Administration
- Accelerated Bachelor of Science in Petroleum Engineering and Master of Business Administration
- Dual: Master of Science in Management Information Systems and Master of Business Administration
- Dual: Master of Accountancy and Master of Business Administration
- Generic Dual Degree- Master of Business Administration and any other Master’s degree offered by the OU Graduate College
- Juris Doctor/Master of Business Administration
- Doctor of Philosophy
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 Michael F. Price College of Business at the University of Oklahoma is dedicated to the preparation of future business leaders and scholars through an innovative and engaging educational experience informed by leading edge research.” 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 strategic plan 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.

Price College of Business Academic Units

John T. Steed School of Accounting
The John T. Steed 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.

**Division of Management and Entrepreneurship**

The Division of Management and Entrepreneurship 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) brings 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.

**Programs for Academic Excellence**

**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 ENTREPRENEURIAL STUDIES**

The Princeton Review and Entrepreneur magazine ranked the center eighth in the nation at the undergraduate level. This 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 Entrepreneurial Studies 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.

**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 $1,000,000 dollars and more than 34,000 volunteer hours 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 Speaker 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 Speaker Series
The Price College of Business and the Kanaly Lecture Series 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 series is to provide the opportunity to learn and grow from the accumulated experience and wisdom of this premier group of opinion leaders.

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.

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.

CENTRE 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.

CENTRE 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. 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

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.

**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.

### 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 available 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.

### 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.

**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.

**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. For further information, contact the director of the division/school concerned or inquire in Price Hall, Room 1010.

**Price College of Business Undergraduate Study**

The undergraduate degree in business is designed to offer:

• Preparation for intellectual, political and cultural citizenship and leadership.
• A basic familiarity with facts, skills, techniques and attitudes that are relevant to business and management.
• An opportunity to develop a sense of historical perspective and understanding of the impact of the past upon the present and future.
• 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.
• 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 OU and combined retention grade point averages of at least 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;
• ENGL 1113 and ENGL/EXPO 1213;
• COMM 1113 or 2613;
• MATH 2123;
• ACCT 2113 and 2123;
• ECON 1113, 1123 and 2843;
• MIS 2113;
The curriculum is designed to provide:

- 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:
- An extension and intensification of the cultural foundation begun in the secondary schools,
- A comprehensive view of the general principles and procedures practiced in the business world, 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 readmission 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.

DOBLE 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 will 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
- Sports Management

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 other subjects other than business may obtain a minor in the following areas:
- Entrepreneurship Minor for Non-Business Majors (18 hours)
- General Business Minor for Nonbusiness Majors (18 hours)
- Sports Management Minor for Non-Business 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 https://iadvise.ou.edu/.

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 at the time of application. The options include the Master of Business 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.

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 satisfactory score 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 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 candidate’s score on the GMAT, and three 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.

Choice of Degree Program
(The rules and regulations of this catalog become effective beginning summer term, 2010.)

- 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 2009–2010 requirements may be in effect only until the end of the 2016 school year [Spring, 2016].)
- 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.)
- 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.
- 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 GPA’s 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
- A maximum of 62 hours will transfer for credit from a two-year college.
- Credit from a two-year college will be accepted to meet lower-division requirements and free electives only.
- 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:

- The first degree may not be in business.
- At least two semesters must be taken in residence at OU.
- 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.
- At least 24 hours of the 30 must be 3000-4000 level business courses.

If a student is pursuing concurrent degrees in two colleges:
- Both degrees must be completed and certified in the same semester.
- A graduation application must be filed for each degree. Two diplomas will be awarded.
- At least two semesters must be taken in residence at OU.
- At least 30 additional hours must be completed beyond the degree that requires the least number of hours.
- At least 24 hours of the 30 must be 3000-4000 level business courses.

Correspondence Courses

Limitations on Accepted Courses
- 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.)
- 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.
- A maximum of six hours from the 15 hours of upper-division business core courses may be taken by correspondence.
- 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
- Students may enroll in correspondence courses by obtaining authorization from Price Academic Advising Services and by contacting the Center for Independent and Distance Learning, 1600 S. Jenkins, Room 101, Norman OK 73072-6507. Phone: (405) 325-1921.
- A student may enroll in a maximum of six hours of correspondence at one time.
- 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.
• 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 Center for Independent and Distance Learning administers advanced standing examinations by individual appointment for credit in 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.

**DISTINCTION AND SPECIAL DISTINCTION**

Students may graduate with Distinction if they have an overall and OU cumulative grade point 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 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 three 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 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 in the major of 2.50, 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:

- **Communications:** 9 hours. ENGL 1113 and ENGL/EXPO 1213;
  COMMM 1113 or 2613.
- **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. (Exception of International Business majors – see International Business curriculum.)
- **Behavioral & Social Sciences:** 6 hours. PS 1113. Behavioral & Social science electives—3 hours to be chosen from any ANTH, PS, GEOL (nonphysical—includes economic, human and political geography), PSY, 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.
- **Humanities:** 12 hours. HIST 1483 or 1493; one course from each of the following three fields: Understanding Artistic Forms, Western Civilization and Culture (PHIL 1273 is required), Non-Western Culture.
- **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).*
- **Basic Business courses:** 23 hours. ACCT 2113, 2123; ECON 1113, 1123, 2843; MIS 2113; B C 2813; and B AD 1001, 2091.

*See Department of Mathematics in this catalog if both the mathematics requirement and a substitute are taken.

**UPPER-DIVISION REQUIREMENTS**

A 2.50 retention 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 OU 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, LS, MGT, and MKT.

The upper-division (3000- and 4000-level courses) business requirements are to be met as follows:

- **Basic Core:** 15 hours. LS 3323; FIN 3303; MGT 3013; MKT 3013; B AD 4013 (to be taken the last semester of the senior year).
- **Major and Upper-Division Business electives:** Major:
  a. A 2.50 retention 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. Maximum hours in the major which may apply toward the B.B.A. degree vary and are noted on curriculum sheets.

c. Students must choose one of the following majors:
   **ACCOUNTING:** 18 hours. ACCT 3113, 3123, 3313, 3353, 3603, and 4543 (no credit given for ACCT 3023, or 3033).
   **ECONOMICS:** 18 hours. ECON 3113, 3133; 12 hours from a specified list of electives.
   **ENERGY MANAGEMENT:** (curriculum listed below).
   **ENTREPRENEURSHIP AND VENTURE MANAGEMENT:** 15 hours. ENT 3113, 3603, 4603; FIN 3513; B AD 3013; and an additional nine hours of ENT courses.
   **FINANCE:** 18 hours. FIN 3403, 3503 and 3603; nine hours from a specified list of electives (no credit given for 3123, 3133 or 3513). Plus, upper-division Business electives ECON 3113, ACCT 3113 and ACCT 3123.
   **GENERAL MANAGEMENT:** 18 hours. MGT 3513, SCM 3523; 12 hours of upper-division management electives.
   **GENERAL MANAGEMENT w/Sports Management Concentration:** 18 hours. MGT 4163; three hours from the following: MGT 4183, MGT 4123, L S 4523; nine hours from a specified list of sports management topic courses; three hours from a specified list of electives.
   **HUMAN RESOURCES MANAGEMENT:** 18 hours. MGT 3663, 3513; ECON 3513 or 4513; nine hours from a specified list of electives.
   **INTERNATIONAL BUSINESS:** (curriculum listed below).
   **MANAGEMENT INFORMATION SYSTEMS:** 18-21 hours. MIS 3013, 3033, 3353, 3373, 3383, 4663; 0-3 hours of optional courses from a specified list of electives.
   **MARKETING:** 18 hours. MKT 3053, 4333, 3223, 4123; six hours from a specified list of electives.
   **RISK MANAGEMENT:** 18 hours. FIN 3103, 4113, 4513, 4533, 4713 and 3403 or 4303 (no credit given for 3123, 3133 or 3513). Plus upper-division Business electives ACCT 3113, ACCT 3123, ECON 3313 and MIS 3223.
   **SUPPLY CHAIN MANAGEMENT:** 15 hours. SCM 3223, 3523, 4003, 4323; three hours from SCM 4013 or GIS 4013. Plus, Upper-Division Business Electives: ACCT 3313, MKT 3323.

**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 published maximums. 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.

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**Restrictions:**
B AD 2110, B AD 2113, 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.

- **Lower-division requirements:** eight hours of science, GEOL 1114 and METR 1014.
- **Upper-division requirements:** (1) 19 hours in the major — EMGT 3001, 3113, 3603, GEOL 4143, ACCT 3033, L S 4523, L S 4613; (2) 15 hours of Energy-Related Electives (specified list); (3) six 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.

- **Lower-division requirements:** six hours of the same foreign language from a specified list.
- **Upper-division requirements:** 15 hours: B AD 3513 Plus 12 hours from a specified list of electives.
  - 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, Risk Management, or Supply Chain Management;
  - six hours of the same foreign language from a specified list.
- **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. Method/credit must be pre-approved and verified by Price College faculty committee.

**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 or 2113 (if not used in communication requirement), COMM 3253, H R 3013, PSY 2213, PSY 3703.

**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 Universities.

The upper-division (3000- or 4000-level) course requirements and electives are to be met as follows:

- **Required:** 14 hours: ACCT 5113, 6553; ECON 5033; LS 5523; SCM 5522.
- **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.
- **Graduate Business Electives:** ECON 5033, LS 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, B AD 2113, MGT 2013 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.

**Price College of Business Graduate Study**

**Degrees Offered**
- Master of Business Administration
- Juris Doctor/Master of Business Administration
- Accelerated Bachelor of Science in Industrial Engineering and Master of Business Administration
- Accelerated Bachelor of Science in Petroleum Engineering and Master of Business Administration
- Accelerated Bachelor of Business Administration and Master of Science in Management Information Systems
- Joint Bachelor of Business Administration with a Major in Accounting and Master of Accountancy
- Master of Accountancy
- Master of Science in Management Information Systems
Students may only enter the daytime track of the MBA program in:
- Summer Session
- Spring Semester
- Fall Semester

International applicants should use the following deadlines:
- Summer Session
- Spring Semester
- Fall Semester

TOEFL score of 600 or higher.

Applicants to the Ph.D. program 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 600 or higher.

Applicants to the MBA program 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 600 or higher.

Applicants seeking admission to graduate programs should observe the following application deadlines:

Fall Semester—February 1 (PhD); March 15 (MS in MIS); June 1 (MBA); June 15 (MAcc)
Spring Semester—November 15 (MAcc)
Summer Session—March 15 (MAcc)

International applicants should use the following deadlines:

Fall Semester—March 1
Spring Semester—August 1 (MAcc)
Summer Session—January 1 (MAcc)

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.

1. Completed “Application for Admission”;
2. Official transcripts from every college attended;
3. Payment of the application processing fee (this fee is nonrefundable);
4. Official results of TOEFL (and TSE if necessary) for International applicants.

In addition, the following materials should be submitted to the Graduate Programs Office, Price College of Business, The University of Oklahoma, Norman OK 73019-4007. Questions may be directed to this address or by telephone (405) 325-4107.

- Official results of GMAT;
- Completed “Supplemental Application for Graduate Study in Business”;
- Three letters of recommendation;
- Résumé;
- Statement of Goals, to include your interest in graduate business education and career goals.

Master of Business Administration

The Master of Business Administration program at the University of Oklahoma has continued to meet accreditation standards since it was originally established by the American Assembly of Collegiate Schools of Business in 1963.

The MBA program is designed to give the broad perspective needed to manage an overall enterprise, while allowing sufficient flexibility to gain in-depth preparation in an elected area of concentration. The program provides familiarity with the functional areas of business, the necessary tools for management decision making, and the environment in which organizations operate. The MBA program is offered in both a full-time and part-time format.

FULL-TIME MBA

The full-time MBA is a 47-credit hour, degree. All courses are graduate level. The full-time program is 16 months in length and offers its required courses during the day on the Norman campus. Students in the full-time program will also complete two zero-credit hour courses in Professional Development as part of their curriculum.

PROFESSIONAL PART-TIME MBA

The Professional Part-time MBA program is a 37-hour degree program designed for students who work full time. Courses in this program are held in the evenings in Oklahoma City at the OU Health Sciences Center. This program is flexible to allow students to progress toward the MBA degree at an individual pace. While students typically complete the program in approximately 24 months, they have up to five years to earn their MBA. Students are admitted to the Professional MBA program each fall.

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 47-credit-hour degree. All courses are at the graduate level. 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 electives to meet his or her particular career objectives. The program offers five specialization areas, including Energy, Entrepreneurship, Finance, Management Information Systems, and Risk Management. The student cannot take more than 15 hours in courses offered by a single functional area within the Price College. There is a three-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 5902, 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 5902 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 5902 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.

- 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.
- The GMAT is offered by the Educational Testing Service of Princeton, NJ. Only students with an acceptable grade point average and GMAT score will be considered for admission to the program. An average GMAT score of 600 and grade point average of 3.50 is representative of current students in 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 5100, Accounting Professional Development, 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.

Business Entrepreneurship Graduate Certificate
The Business Entrepreneurship Certificate program teaches students the theory and principles of entrepreneurship for the development of business opportunity projects, how to commercialize technologies from their respective fields of study, encourages interdisciplinary graduate teams exploring cutting edge innovations from our university laboratories, provides the tools to evaluate their economic feasibility, encourages interdisciplinary graduate teams to build business plans for the commercialization of innovative solutions for opportunities in today’s global marketplace, and enhances career opportunities through involvement with entrepreneurial opportunities and business development. A total of 12 hours is required for the certificate, 4 hours in program core, 6 hours in guided electives, and 2 hours general electives.

Master of Science in Management Information Systems
The minimum 32-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 15 hours of core business courses.
- Complete 17 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 5993 System Architecture and Design, with a grade of A or B.

Accelerated Bachelor of Business Administration/MS in MIS

This accelerated degree provides qualified undergraduate students an accelerated pathway to a Master of Science in Management Information Systems. A total of 148 hours are required for the degree.

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 64 hours, 15 of which are counted jointly. The part-time joint program requires 56 hours, 13 of which are counted jointly.

Dual MAcc/MS in MIS

The dual MAcc/MS in MIS is intended 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.

Graduate Certificate in Management Information Systems

The Graduate Certificate in MIS is intended to impart critical information technology and development skills to individuals with no formal training in MIS. The certificate program requires a minimum of 12 graduate hours with students having up to five years to complete the program.

Doctor of Philosophy Degree

The Michael F. 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. The degree requires 90 hours beyond the undergraduate degree and dissertation hours cannot exceed 30 of the 90 hours.

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.

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.

REQUIRED COURSEWORK

Required background in Business Fields: Accounting 5202; Finance 5302; Marketing 5402; and Management 5702, Business Administration 5902 or Business Administration 5102. A student may receive credit for equivalent core courses taken at other institutions at the discretion of the Doctoral Advisory Committee.

STATISTICS/QUANTITATIVE METHODS

Nine hours in statistics/quantitative methods are chosen to support the student’s plan of study. They may be selected from among the many approved courses offered throughout the University, especially those in the Divisions of Economics and Marketing and the Departments of Mathematics and Psychology.

RESEARCH METHODS

Six hours in research methods are selected to support the student’s plan of study, and may be taken from any department within the University.

SPECIALIZATION AREA

A specialization 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 specialization area must involve at least 21 hours.

ADDITIONAL COURSEWORK

The student’s Doctoral Advisory Committee determines the free graduate electives the student will take to fulfill the remainder of the 90 required hours.

COMPOSITION OF THE DOCTORAL COMMITTEES

The Doctoral Advisory Committee will consist of at least five members, with the majority of the members coming from within the student’s major division and no less than one member from outside of the major division. 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.

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.
OU Outreach - College of Continuing Education

1700 Asp Avenue
Norman, OK 73072-6400
Phone: (405) 325-4414
FAX: (405) 325-7196
Internet: http://www.outreach.ou.edu
Outreach E-newsletter: outreachonline.ou.edu

Administrative Officers

• James P. Pappas, PhD, Vice President, University Outreach and Dean of the College of Liberal Studies
• Richard W. Little, EdD, Senior Associate Vice President for University Outreach, Continuing Education Academic Programs
• Belinda P. Biscoe, PhD, Associate Vice President for University Outreach, Public and Community Services
• Martha L. Banz, PhD, Associate Dean of the College of Liberal Studies

General Information

The University of Oklahoma Outreach (OU Outreach), provides academic outreach opportunities to the state, region, and nation. As the administrative unit for outreach at the University of Oklahoma, OU Outreach 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, OU Outreach offers both credit and noncredit 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.

OU Outreach 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 OU Outreach 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, OU Outreach is constantly developing new programs. For information regarding the most recently initialed programs, please direct inquiries to:

University of Oklahoma Outreach, 1700 Asp Avenue, Norman, OK 73072-6400, (405) 325-4414 or visit our website www.outreach.ou.edu.

Outreach Registration and Records

Outreach Registration and Records (R&R) is charged with processing noncredit and credit registrations offered through the University, both on and off-campus. In addition, this office serves as the official office of record and the reporting agent for Veterans’ Administration benefits.

OU Outreach – College of Continuing Education

Registrants for many noncredit conferences, workshops, and seminars will register through this office. Questions regarding financial payments and invoicing should be directed to Outreach Registration and Records staff via phone at 405-325-1022. MasterCard, Visa, American Express, and Discover cards are acceptable payment options. Certificates and Continuing Education Units (CEUs) may also be issued through this office. However, Independent Study registrations are processed through the Independent Study Office (http://cidl.ou.edu).

The enrollment in any credit course leading to an accredited degree through the College of Liberal Studies or Advanced Programs requires official admission to the University of Oklahoma. Prospective students may complete their application for admission online using the prospective student portal. 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 Outreach Registration and Records Office.

Although online registration is the preferred method, telephone registration is the alternative method. Those interested in attending noncredit programs may call 405-325-1022 during regular office hours (8 a.m.–5 p.m., Monday–Friday) to register. Registration for these activities may also be faxed to 405-325-7164. Oklahomans outside the Norman area or those outside Oklahoma may call 1-800-522-0772 ext. 2248 for noncredit registration.

For noncredit based courses, early registration is strongly recommended as some courses have limited space available.

To request more information regarding the ordering of transcripts, the admission criteria, or records please contact: Registration and Records, University of Oklahoma Outreach, 1700 Asp Avenue, Room B-1, Norman, OK 73072-6400 or FAX: 405-325-7273.

Oklahoma Center for Continuing Education

University Outreach (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 several W.K. Kellogg Foundation-funded centers in the world. OCCE provides a unique setting for individuals who have chosen this facility for their meetings, conferences, workshops, and seminars.

The Thurman White Forum Building offers facilities for 1,000 participants through a combination of 15 meeting rooms, a computer lab, and the large auditorium-sized Forum Room that 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 computer lab.

OCCE includes the Administration Building, McCarter Hall, and the Boomer Outreach Building, all of which house many of OU Outreach’s administrative staff. In addition, ten duplex cottage units (Sooner Suites) provide an intimate atmosphere with each side featuring a kitchenette, living area, two double bedrooms, and a bath.

For more information on the Oklahoma Center for Continuing Education call (405) 325-7378.
**Continuing Education Academic Programs**

Credit and Noncredit Programs for Learners of All Ages

Adult learners are especially unique because many have clear and precise career and personal goals in mind. They also know which educational and training programs will help them achieve those goals. Others seek education and training as a way to help them advance their careers and chart their futures. Still others view education and training as an end in itself and pursue learning for learning’s sake.

As a division of University Outreach, Continuing Education Academic Programs (CEAP) is committed to meeting the education and training needs of a wide variety of individuals and organizations.

CEAP offers undergraduate and graduate degree programs, credit courses, noncredit courses, workshops, and conferences. In addition, CEAP provides certification programs, consultation and technical assistance, and executive and professional training services. CEAP programs also extend to include many federal and state grants and contracts as well as other services to adult and part-time learners.

Dr. Richard Little, Senior Associate Vice President
For more information call (405) 325-1931 or visit the website.
CEAP programs and links to their websites below.

**Advanced Placement Summer Institute**
The University of Oklahoma Advanced Placement Summer Institute for teachers is offered by OU Outreach, The College Board, and the Oklahoma Department of Education. New and experienced AP and Pre-AP teachers gather on the University of Oklahoma campus each summer and spend a week exploring the latest methods and curriculum topics in all aspects of AP course content, organization, and methodology. Teachers conclude their institute experience at OU with renewed enthusiasm for the Advanced Placement Program and equipped with new ideas and resource materials to use in their classrooms. Continuing Education Units are awarded upon full attendance and completion of the week’s institute.

**Advanced Programs**
Advanced Programs (AP) is the administrative unit of OU Outreach designated to manage and deliver advanced degrees to adult and military students and their families throughout the United States and Europe. AP has developed into an efficient liaison activity to provide a personalized one-week or two-weekend intensive face-to-face course delivery experience combined with a strong pre- and post-distance learning component. A pacesetter among other nontraditional graduate programs, OU has mastered the ability to bring the U.S. classroom experience to adult and military students all over the world. The flexibility of this program, to include both online courses and opportunities for course completion at multiple sites, allows students to complete their degrees in an 18-24 month period.

A unique and innovative PhD program available in Europe combines the intensive classroom format with two summer residency experiences on the University of Oklahoma’s Norman campus. Students take all courses, except electives, as a cohort group. Transcripts and diplomas are identical to those received by Norman campus students.

The University of Oklahoma has been a partner with the Department of Defense and Military Voluntary Education Programs for more than 70 years, starting with training Naval aviators during WW II. During this time, significant growth has occurred in distance learning and technology. Since 1964 more than 8,500 military personnel, family members, DoD personnel, and eligible civilians have graduated from this unique program at 53 sites worldwide.

Advanced Programs’ strengths include bringing the resources of a comprehensive research university to students around the globe. A quality administrative staff provides seamless customer service to students in their pursuit of educational excellence.

For more information call (405) 325-2250 or go to goOU.ou.edu.

**Aviation Department**
OU Aviation offers a bachelor of science degree with four concentrations to choose from: Professional Pilot, Aviation Management, Non-Flying Aviation Management, and Air Traffic Control. This program also provides certificate and noncredit flight training.

**Aviation Department—Sooner Flight Academy**
The Sooner Flight Academy provides aviation education programs and resources for children and teachers. The academy uses exciting aviation activities to promote science, technology, engineering, and math. Summer aviation camps are held in Norman. In addition during the school year, Sooner Flight Academy offers a variety of programs such as field trips to the airport, school’s-out-day camps, Sooner Kids Science Club, and Ticket to Tomorrow programs held at schools across Oklahoma.

For more information, visit flightcamp.ou.edu.

**Center for Community, Energy and Economic Development**
The Center for Community, Energy, and Economic Development (CEED) offers a variety of nontraditional programs. For the community CEED administers the OU Civic Orchestra, the New Horizons Band, and the Drive By Press Advanced Printmaking Workshop. The OU Civic Orchestra provides advanced musicians throughout the community the opportunity to perform high quality orchestral literature. It may be taken for credit by OU students or as a noncredit enrollment by students and others interested in orchestral music. The New Horizons concept applies to senior adults typically (but not exclusively) in large band programs as well as smaller ensembles such as stage bands, Dixie bands, orchestras, and chamber music groups. This band program is designed for beginning, intermediate, and advanced adult musicians who wish to learn, continue, or hone musical skills—even those unable to read music. The Drive By Press Summer Printmaking Workshop focuses on advanced techniques and practices in all printmaking disciplines. Workshop participants spend two weeks focusing on
self-defined projects under the guidance of professional print artists.

Founded in 1962, the University of Oklahoma’s Economic Development Institute (EDI) is an executive development certificate program that has been the primary professional training program for those in the business of economic development since its creation. A unit within OU Outreach, EDI’s central focus is to provide economic development professionals and those aspiring to the economic development profession the proven, essential skills and knowledge to be successful economic developers and positively impact their communities and states. The institute conducts instructional programs in various locations around the country. Each session lasts one week, and participants study three core areas considered to be building blocks of economic development: business retention and expansion, real estate and finance. OU EDI also offers online courses allowing participants flexibility and the ability to accelerate through the program.

OU EDI draws its instructors from the ranks of today’s leading economic development practitioners and educators across the country. The institute is accredited by the International Economic Development Council and is the only multi-year, professional level program of its type in the U. S. In addition, OU EDI provides the classroom knowledge necessary to obtain the Certified Economic Development (CEcD) designation from the International Economic Development Council (IEDC). More than 4,500 economic development professionals have graduated from OU/EDI with 600 new enrollments annually.

In recognition of the critical need for career-long engineering education, Engineering and Geosciences Programs works closely with industry experts, professional engineering groups and governmental agencies to extend the expertise of the faculties of the College of Engineering. 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. Major conferences in the areas of Gas Conditioning, Gas Compression and Corrosion Control provide effective forums for sharing current research and knowledge.

Engineering and Geosciences Programs also delivers a state-of-the-art Blowout Prevention School. The course materials feature the latest methods for increasing operational efficiency, reliability, and safety as well as new technology. In addition, the Blowout Prevention School is accredited by the International Association of Drilling Contractors (IADC).

For more information, call (405) 325-3136, or email: hreichert@ou.edu or mplefrey@ou.edu.

Center for Chamber of Commerce Excellence
The Center for Chamber of Commerce Excellence Program provides training for local government chamber executives and staff. It teaches both the basic and advanced skills necessary to manage a Chamber of Commerce office. The program focuses on enhancing the value of local chambers through increased staff knowledge and practical skills. It provides operational skills in financial, management, legal issues, member recruitment, and business growth. These skills are facilitated through two-day seminars taught by recognized chamber professionals.

For more information call (405) 325-3136, or visit http://chamberexcellence.ou.edu.

Center for English as a Second Language
The Center for English as a Second Language (CESL) offers both an intensive English language program leading to English language proficiency, and exposure to American university classroom culture adaptation. Designed for highly motivated students who wish to master English quickly and thoroughly, CESL provides beginning, intermediate, and advanced level instruction throughout the year. CESL can help increase 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 an ideal means of gaining greater English competency for residents of the surrounding Oklahoma community. International students are aided by international business and industry leaders who work closely with CESL and other OU offices to provide quality guidance and instruction. CESL also hosts special programs in conjunction with universities in other countries.

For more information, call (405) 325-2351 or visit esl.ou.edu.

Center for Independent and Distance Learning
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: Online College courses, Testing Services and Electronic Media and Photo Services. CIDL also delivers contractual educational courses and degree programs to military personnel through programs like Navy College Program for Afloat and GoArmyEd.

CIDL offers a variety of undergraduate online courses in 16 & 8 week terms. Each college-credit course contains subject matter identical to classes offered on campus.

Credit through testing is provided to students through the University Testing Center at CIDL. The Testing Center offers the College Level Examination Program (CLEP), Defense Activity for Non-Traditional Education (DANTES) Standardized Subject Tests (DSST) and institutionally developed advanced standing examinations. The Testing Center also offers the American College Testing (ACT) residual exam and the Test of English as a Foreign Language (TOEFL).

For more information, visit cidl.ou.edu.

China Outreach
The China Outreach Institute connects the educational resources of the University of Oklahoma to China and strives to continually develop business partnerships through training and development initiatives.

The Institute offers training and development to businesses, academic and government institutions from China connecting to OU’s resources. As one of the Overseas Training Vendors for State Administration of Foreign Experts Affairs, People’s Republic of China, the institute is the business arm of OU Outreach and has been involved for many years in partnerships with a number of Chinese companies providing training for their personnel. Some internationally recognized companies working with the institute are PetroChina, China National Offshore Oil Company and Dagang Oil Field.
For more information, call Sharon Gou at (405) 325-5101.

**Continuing Legal Education**

In conjunction with the OU College of Law, Continuing Legal Education (CLE) programs are offered throughout the year. Continuing Legal Education programs provide lawyers with credit to fulfill mandatory annual requirements. Learning opportunities also exist for professionals in the health field to participate in professional development programs to fulfill requirements for continuing education and to keep up to date in their fields.

For more information, visit their [website](http://investedok.org).

**Developmental Math**

The Developmental Math consortium between the University of Oklahoma and Redlands Community College offers OU students a convenient way to build a strong math foundation prior to beginning University math courses required by their academic degree. DMAT 0113 and DMAT 0123 serve as prerequisites to MATH 1473, MATH 1503, and MATH 1643.

For more information contact nmatthews@ou.edu, (405) 325-5101.

**Engineering/Geosciences Programs**

Engineering/Geosciences Programs provides engineers with conferences, seminars, workshops, and courses. These include the annually held Corrosion Control Course, Blowout Prevention School, Laurance Reid Gas Conditioning Conference, Gas Compressor Short Course, and the International School of Hydrocarbon Measurement.

For more information, call (405) 325-3136 or visit their [website](http://www.kgou.org).

**Intersession**

For more than 30 years, Intersession has been offering currently admitted University of Oklahoma undergraduate and graduate students the opportunity to gain academic credit and graduate sooner. OU appointed faculty, from a variety of academic disciplines, offer three-week courses in both traditional and online formats December, May, and August. Intersession courses are the same cost and help students balance their semester load in order to be able to utilize their time for internships, studying abroad, social activities, or work.

For more information or to enroll, visit [intersession@ou.edu](mailto:intersession@ou.edu) at (405) 325-2899.

**Invest Ed®**

Invest Ed® is an unbiased, multi-component investor education program that is a contract between OU Outreach and the Oklahoma Securities Commission. Through a variety of programs designed for all ages, the program works to increase Oklahomans' investment knowledge and anti-fraud awareness. Program components include "Investor Protection Kit" and "My Money Handbook" publications; an anti-fraud documentary series; radio and television public service announcements and "The Investment Minute" series; summer teacher institutes and advanced training workshops; and a program for high school students to track and research the stock market.

For more information, visit our [http://investedok.org](http://investedok.org).

**KGOU=KROU Radio**

KGOU Radio is a full-service public radio station presented as a community service through the University of Oklahoma Outreach.
improvements in the manufacturing and the service sectors of both industry and government.

This 40-hour (five days, eight hours per day) certification workshop focuses on the background, basic principles, elements, and primary application areas of LEAN (three days) and SIX SIGMA (two days) fundamentals. No specific background in any discipline is required as a prerequisite to register or to be successful in receiving certification.

Medieval Fair
The Medieval Fair, held annually each spring since 1977, began as a forum for the English Department and later moved to University Outreach reflecting its impact on our community. It was recently recognized in 2011 by Renaissance Magazine as the second largest festival in the country of its type for the number of participants attending. It has grown into a program that is supported by the strong community of medieval enthusiasts in the Norman and Oklahoma City Metropolitan areas. During the academic year, a free lecture series is provided by university faculty from across the state of Oklahoma.

The Medieval Fair brings together more than 200 artists and crafters from around the United States to sell fine art and demonstrate how their crafts are made. Educational groups have displays, presentations, and activities teaching about life in the Middle Ages: Arthurian Order of Avalon, Saltfork Craftsmen Artist-Blacksmith Association, Society for Creative Anachronism, and more. Musical, dramatic, and jousting entertainment is provided on seven stages by local and national performers. The Medieval Fair transports patrons away from the worries and cares of today, back in time to the first market fair of spring 1360 in the town of Avalon where they can learn about and become a part of life in the Middle Ages.

Visit the Medieval Fair website at medievalfair.org. For more information or to become involved with these programs, contact ameckart@ou.edu at (405) 325-8610.

Osher Lifelong Learning Institute
University Outreach at the University of Oklahoma has been dedicated to providing programs for mature adults for some three decades. Initially, these programs took the form of travel study opportunities and Elderhostel courses. In the 1980s, OU Outreach dedicated a unit, which became Senior Adult Services (SAS). In 2006, SAS received a grant from The Bernard Osher Foundation in California to become one of 100 Osher Lifelong Learning Institutes in America. The grant allows the program to do more of what it does best — serve the seniors of Oklahoma. In 2010, the program was endowed with a $1 million gift from The Bernard Osher Foundation.

Today, OLLI at OU provides educational and enrichment opportunities for older adult learners. These include "Mornings with the Professor," "Elderlearn," "OU Book Club," and "Senior Seminars."

For more information, visit our olliatou.org.

Precollegiate Programs
Precollegiate Programs provides academic experiences and leadership training for pre-college students, first-through 12th grade. The program reaches 5,000 youth each year with its array of academic enrichment and leadership programs. Among the academic programs are American College Testing (ACT) and Preliminary Scholastic Aptitude Test (PSAT) examination review sessions; Model United Nations of the Southwest; Earth Cycles, an ExxonMobil Bernard Harris summer science camp; and Horizons Unlimited, a program for gifted and talented youth, as well as several summer STEM academies funded by the Oklahoma State Regents for Higher Education. Other programs include CSI summer camp and Mini College.

For more information, visit youth.ou.edu.

Professional, Academic, and Community Education
Professional, Academic, and Community Education (PACE) collaborates with various colleges on the University of Oklahoma campus to offer university students additional opportunities to gain academic credit both online and traditionally in order to obtain their dream of earning a degree from a nationally recognized higher education institution. In addition, PACE collaborates to offer travel studies; training programs for educators, business, and industry partners; and administration of grants and contracts with public, private, and government agencies.

For more information, call (405) 325-5101 or visit citd.ou.edu.

Sooner Jump Start
Sooner Jump Start (SJS) is a two-semester bridge program designed for international high school graduates (age 17-21) who have no more than one semester of college. The program consists of two phases, each aimed to cultivate students’ English and academic skills. During Phase I, students study at the OU Center for English as a Second Language, focusing on English and cultural immersion. During Phase II, students are enrolled in twelve face-to-face freshman credits through the OU Center for Independent and Distance Learning. Excellent teacher/student ratio and structured support enhance students’ opportunity for success.

In addition to the academic courses, SJS offers character education and personal growth training designed to facilitate personal development and leadership, preparing students for successful academic and professional futures. Throughout the program, students are guided in academic and daily life by a team of highly qualified graduate assistants.

Additionally, the program immerses students in American culture through field trips to museums, sporting events, shopping excursions, and community service activities. Furthermore, all SJS students live in the residence halls, sharing suites with American students. There they experience a rich cultural and social environment and are introduced to many opportunities for language acquisition and leadership.

For more information, call (405) 325-1203 or visit sjs.ou.edu.

Travel Study
The Travel Study program provides opportunities for students to study a variety of topics such as advertising, writing, music theatre, architecture, and language while being immersed in an international culture. Travel allows students to gain new perspectives about the world, to immerse themselves in a particular subject of interest, and to experience subjects in a way that cannot be attained in a traditional campus classroom environment.

For more information, call (405) 325-5101 or visit citd.ou.edu.
U. S. Postal Service National Center for Employee Development
Under contract with the U.S. Postal Service (USPS), OU Outreach provides more than 150 instructors and support staff for the Norman-based U.S. Postal Service National Center for Employee Development (NCED), the sole technical training facility for the USPS and one of the most modern training centers in the world. The self-contained, living and learning center oversees and conducts hands-on technical training for postal employees who manage and maintain high-technology mail processing equipment, vehicles, building systems, and computer-information networks. NCED also delivers and hosts general courses on management and leadership, business mail management, and various programs for both internal (USPS) and external clients. Instructors teach approximately 200 courses ranging from seminars, two-day to six-week courses, and 11-week distance learning courses. The center trains approximately 60,000 postal technicians a year from all over the United States.

For more information, visit http://www.nced.com/index.php.

Public and Community Services
Of all the services, programs and divisions housed at the University of Oklahoma, the Public and Community Service Division (PCS) is unique.

For more than 60 years programs within the PCS Division have evolved by recognizing and responding to changing social and cultural needs. PCS programming remains constant in its efforts to address the needs of underserved populations. Nationally recognized content specialists create programming to address needs and our strategic business model finds funding to support programming. It is one of the country’s most socially responsive college organizations.

Dr. Belinda Biscoe, Associate Vice President for University Outreach, Public and Community Services
For more information, call (405) 325-1711 or visit https://www.ou.edu/content/outreach/about_us/pcs.html

PCS programs and links to their websites below.

American Indian Institute
The American Indian Institute (Aii) assembles specialists from North American Indian tribes and bands from backgrounds in education, human services, sociology, psychology, history, economics, research, and evaluation to provide leadership and strategies related to the challenges they face. The major goals of the American Indian Institute are to promote:
- Indian education and research
- Training, technical assistance, and professional development opportunities
- The development of human and natural resources
- The preservation of tribal and band languages, cultures, traditions, and histories
- The utilization of university resources by Indian tribes, bands, and organizations

Aii provides workshops, seminars, conferences, on-site consultation, and technical assistance on a state, regional, national, and international basis. Aii's events attract representatives from hundreds of North American Indian tribes and bands to examine contemporary problems and solutions from a North American Indian perspective.

For more information, call 405-325-4127 or visit www.aii.outreach.ou.edu.

Center for Early Childhood Professional Development
The Center for Early Childhood Professional Development (CECPD) provides training and technical assistance for early care and education professionals, enabling them to provide improved educational foundations and quality of life for all Oklahoma children.

One of the CECPD’s goals is to develop a clearly defined career development system for early childhood professionals. CECPD’s leadership has established various paths for teachers to improve their professional qualifications, including:
- 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
- Establishing a career recognition system

To learn more about the CECPD and its collaborative partners, call 405-799-6383 or visit cecpd.org.

Center for Effective Schools
The Center for Effective Schools (OU CES) is a nationally recognized Effective Schools center that serves as a professional development and technical assistance provider. Since its inception in 1999, OU CES has successfully worked with many schools and districts across the country, including many tribal and Bureau of Indian Education schools, to improve student achievement.

Services are data driven and customized for each school based on its needs. School districts contract with OU CES based on their funding situations and specific grants.

To learn more about the services provided by the Center for Effective Schools, call 405-325-7080 or visit ces.ou.edu.

Center for Institutional Data Exchange and Analysis
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-roots support from colleges and universities and federal/state grants and contracts. As an example of projects receiving grass-roots 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
Center for Public Management
The Center for Public Management (CPM) began in 1994 as a satellite-training network for the Oklahoma Department of Human Services. CPM has since expanded its core services to become a comprehensive solution provider for public partners. CPM provides a variety of services including:

- Training and development
- Project management
- Event management
- Outreach
- Program implementation and management
- Call center consultation and management
- Information support services

CPM works with public agencies, nonprofits, and private industries to deliver cost-effective, customer-oriented solutions tailored to each client. CPM is capable of calling upon the vast resources of the entire university's faculty and staff to help continue to provide creative, effective solutions.

To learn more, call 405-325-5257 or visit eteam.ou.edu.

Center for the Study of Small/Rural Schools
The University of Oklahoma’s Center for the Study of Small/Rural Schools (CSSRS) is one of the five rural education research centers endorsed by the National Rural Education Association. Its clients include school boards, teachers, administrators, businesses, community groups, rural organizations, state and federal agencies, as well as international agencies and governments.

The center aids small and rural schools through workshops, surveys, needs assessments, and technical assistance to aid in:

- Building and maintaining necessary knowledge bases
- Applying research in the areas of school improvement and reform
- Restructuring
- Staff development
- Administration
- Teaching

Learn more about CSSRS at cssrs.ou.edu.

Conference Pros
Conference Pros began in 1996, providing conference logistics support services for federal and state programs. In 1997, they expanded services to include conference, meeting, and event planning services. Conference Pros aids local, regional, national, and international agencies and organizations in developing and conducting conferences that meet the specific needs of their direct clientele.

Conference Pros benefits from the strengths of faculty at OU’s College of Continuing Education, as well as a wide range of other resources and consultants in recommending appropriate expertise and presentation skills in various fields of study. The staff of Conference Pros has 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.

For more information, call 800-203-5494 or visit conferencepros.org.

Educational Training, Evaluation, Assessment and Measurement
Educational Testing, Evaluation, Assessment, and Measurement (E-TEAM) designs research tools and evaluations to help organizations understand and use data to solve real-world problems. E-TEAM works on projects for the public and private sectors that have a lasting effect on the community. The program helps community leaders determine what is best for the community through evaluation, assessment, and research.

To learn more about the many services provided by E-TEAM, call 405-325-0464 or visit ettq.ou.edu.

Executive Training and Team Quest
Executive Training and Team Quest (ETTQ) equips teams and leaders with skills and tools to become more effective. ETTQ satisfies the needs of adult learners through unique training that incorporates action learning, self-assessment, focused discussion, and engaging classroom instruction.

ETTQ’s unique approach provides training experiences that incorporate action learning exercises, self-assessments, focused discussions, and engaging classroom instruction. The Training and Development Certificate Program is also available for professionals who want to increase their skills as facilitators and trainers.

For more information about the services provided by ETTQ, call 405-325-0464 or visit ettq.ou.edu.

National Center for Disability Education and Training
The National Center for Disability Education and Training (NCDET) improves independent living, employment, and career opportunities for people with disabilities. Through its model programs, NCDET proves that youth and adults with disabilities can be successfully employed.

The center develops and delivers customized training programs for professionals in related disability fields. Through funding from the Social Security Administration, NCDET staff delivers training and services to beneficiaries with disabilities across the state. NCDET has developed many training tools to improve the skills of management and frontline staff providing employment support to individuals with disabilities.
The National Resource Center for Youth Services (NRCYS) works to improve the quality of life for the nation’s at-risk youth and their families by improving the effectiveness of human services. NRCYS supports state and federal grants and contracts designed to support professionals working with youth in out-of-home care. The center focuses on working with older youth in foster care and runaway and homeless youth.

The staff of 70 offers quality training, technical assistance, conferences, and training materials. The center develops training and technical assistance that enables child welfare and youth services professionals to take full advantage of available effective practices.

NRCYS developed the curricula of choice for emergency shelters, hospitals, therapeutic foster care programs, and community-based residential programs throughout North America. As well as its own training programs, the center coordinates and manages several state, regional, and national training programs through contracts with state and federal public human services agencies. NRCYS also works with Oklahoma Department of Human Services to plan and coordinate a comprehensive statewide foster and adoptive parent training program.

To learn more about the National Resource for Youth Services and the many services it provides, call 918-660-3700 or visit nrcys.ou.edu.

Public Service Institute
Managing change is critical for schools, churches, public service, and social organizations. A leader’s response to change is often the greatest factor affecting the success or failure of his or her organization. The Public Service Institute teaches leaders how to allow their organizations to remain dynamic and supportive of clients despite a constantly changing environment.

One of the primary initiatives of the Public Service Institute is the Infopoverty Institute. It aims to eradicate poverty and its negative effects through sustainable development. Through its focus on information access, the Institute uses connectivity to improve living conditions in impoverished communities around the world.

For more information, call 405-325-7763.

South Central Comprehensive Center/Central Comprehensive Center
In 2012, OU Outreach was awarded two grants totaling nearly $19 million from the U.S. Department of Education to support state departments of education in seven states. The first grant, given to establish the South Central Comprehensive Center (SC3) and totaling nearly $11 million over five years, will provide technical assistance on education initiatives in Arkansas, Louisiana, New Mexico, and Oklahoma. The second grant to establish the Central Comprehensive Center (C3) and totaling nearly $8 million over five years will provide similar support to Colorado, Kansas, and Missouri. Partnering with WestEd, the Academic Development Institute, the National Indian Education Association, the Neuhaus Education Center, and Northrop Grumman, the OU centers will work to increase the capacity of states to help districts and schools in meeting student achievement goals. The centers are part of a national network of 15 regional centers that will provide training and technical assistance to state education agencies in implementing and administering programs under the Elementary and Secondary Education Act. An additional seven content centers will provide research-based information and tools to support the work of the regional comprehensive centers. OU Outreach is the only university-based organization to be awarded a regional center.

For more information about the South Central Comprehensive Center, call 405-325-1729 or visit the website at www.sc3ta.org. For more information about the Central Comprehensive Center, call 405-325-1729 or visit www.c3ta.org.

Southwest Center for Human Relations Studies
Since 1961, the Southwest Center for Human Relations Studies (SWCHR) assembled representatives from business, industry, education, government, labor, the media, and community-based agencies and organizations to explore how to affect equal opportunities. The center aims to promote understanding and cooperation among those of different racial, ethnic, religious, and economic backgrounds. SWCHR provides client-based training programs focusing on cultural diversity and cross-cultural communications in education and the workplace.

Each year, the Southwest Center hosts the leading national forum on issues of race and ethnicity in higher education. The National Conference on Race and Ethnicity in American Higher Education (NCORE) attracts thousands of students, educators, administrators, businesspeople, and government officials from around the world. It has consistently generated revenue and raised the profile of the both SWCHR and NCORE.

For more information on the Southwest Center for Human Relations Studies, call 405-325-3694 or visit swchrs.ou.edu. For more information on the National Conference on Race and Ethnicity in American Higher Education, visit ncore.ou.edu.

Southwest Prevention Center
The Southwest Prevention Center (SWPC) is committed to preventing alcohol, tobacco and drug abuse, and high-risk behavior. This multi-state program provides prevention information, training, and technical assistance and develops prevention resources. SWPC works to support healthy, drug-free environments through community, school, and organizational capacity building.

SWPC provides:
• Training
• Technical assistance
• Materials development
• Program evaluation

Information dissemination to schools, community-based coalitions, policy makers, and other social service and professional agencies.

The center’s most prominent grant project, the Center for the Application of Prevention Technologies, Southwest Regional Expert Team (SWRET) is funded by the Substance Abuse and Mental Health Services Administration’s Center for Substance Abuse Prevention.

For more information, call 405-325-1454 or visit swpc.ou.edu.
Mewbourne College of Earth & Energy

Sarkeys Energy Center, Suite 1510
Norman, OK 73019-1015
Phone: (405) 325-3821
FAX: (405) 325-3180
Internet: www.ou.edu/mcee

Administrative Officers
J. Mike Stice, Dean and Lester A. Day Family Chair
email: mstice@ou.edu
- ConocoPhillips School of Geology and Geophysics
- Mewbourne School of Petroleum and Geological Engineering

Degrees Offered
- Bachelor of Science in Geology
- Bachelor of Science in Geophysics
- Bachelor of Science in Petroleum Engineering
- Accelerated Bachelor of Science/Master of Science in Petroleum Engineering
- Accelerated Bachelor of Science in Petroleum Engineering/Master of Science in Business Administration
- Bachelor of Science in Petroleum Engineering/Master of Science in Business Administration
- Master of Science
- Doctor of Philosophy

General Information
The Mewbourne College of Earth and Energy was established January 1, 2006 in a progressive move by the University signaling its ongoing commitment to energy education and research. Building on a rich history and a tradition of excellence, the MCEE maintains its historical focus on oil and gas, with continued emphasis on the fundamental understanding of the earth, to ensure an appropriate breadth in the educational experience of our students.

The Mewbourne College of Earth and Energy consists of the Mewbourne School of Petroleum and Geological Engineering, the ConocoPhillips School of Geology and Geophysics, and the Oklahoma Geological Survey, and offers degree programs in the following disciplines:
- Petroleum Engineering — B.S., M.S., Ph.D.
- Geology — B.S., M.S., Ph.D., and Geology Minor
- Geophysics — B.S., M.S., Ph.D.
- Geological Engineering — M.S., Ph.D.
- Natural Gas and Engineering Management — M.S.

Distinguished faculty, exceptional students and state-of-the-art research laboratories make the Mewbourne College of Earth and Energy a center of excellence that endeavors to understand the complex issues relating to energy, industry and our environment that effect our nation and our world.

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 Mewbourne College of Earth and 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 (ou.edu/admissions). 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 Mewbourne 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 an OU and combined retention grade point average of 2.50 or higher.
- Students transferring to the University of Oklahoma must have a retention GPA of a 2.50 or higher.
- University of Oklahoma readmits must have an OU retention and combined retention GPA of a 2.50 or higher

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.

STUDENT ADVISEMENT
Each student meets with an adviser during enrollment periods and as necessary during the academic year. The Mewbourne College of Earth and Energy Student Services Center is staffed by academic advisers who are available for student support. Students may visit with an academic adviser in the Mewbourne College of Earth and Energy once they declare a major in Geology, Geophysics or Petroleum Engineering. 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 (ou.edu/admissions). 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.

SCHOLASTIC REQUIREMENTS
A student must maintain at least a 2.50 grade point average in order to be in good standing in the College. Any student whose combined, semester or OU retention grade point average falls below 2.50 will be placed on academic performance contract. Further, any student whose OU or combined retention major or curricular grade point average falls below a 2.50 will be placed on academic performance contract. Students on academic performance contract who fail to bring their OU, combined and/or
In addition to general scholarships offered through the University of Oklahoma, the Mewbourne College of Earth and Energy offers several scholarships sponsored by alumni and industry. In addition, the ConocoPhillips School of Geology and Geophysics and the Mewbourne School of Petroleum and Geological Engineering offer many scholarships sponsored by alumni and industry. You may contact the Schools directly for application information.

**COLLEGE GRADUATION GPA REQUIREMENTS**

Students recommended for a bachelor's degree in the Mewbourne College of Earth and Energy must have at least a 2.50 OU and combined retention grade point average in all coursework attempted, in their major area, and in their curriculum. 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 Mewbourne College of Earth and Energy is organized into two 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:

- **Curricular Courses:** Complete all prescribed curricular courses or equivalent courses as approved by the faculty.
- **Two-year College Transfer Credits:** A minimum of 60 semester hours must be earned in a senior institution for a baccalaureate degree.
- **Catalog Requirements:** Fulfill all requirements listed in the catalog. Although the Dean's office checks each student's records, the responsibility for meeting graduation requirements lies with the student, and not with the adviser, the School or the Dean.
- **Be in good academic standing with the College and the University.**
- **Make application for the degree by March 1 for spring graduation, October 1 for fall graduation and July 1 for summer graduation.**
- **To ensure that the above conditions will be met, the student must submit a completed Graduation Self-Check form to the Mewbourne College of Earth and Energy Student Services Center no later than the semester before the student expects to graduate.**
- **Residency Requirements:** To be recommended for a degree, a candidate must have:
  - a. spent two semesters or the equivalent in residence in the Mewbourne College of Earth and Energy;
  - b. completed at least 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 and combined retention 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.
Degrees are awarded at the end of each fall and spring 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 Mewbourne College of Earth and Energy Dean’s Honor Roll, a full-time undergraduate student must earn 12 or more hours 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 6 but less than 12 hours and attaining a grade point average of 3.00 or higher, provided they have no withdrawals for that semester.

Minors
The Mewbourne College of Earth and Energy offers students the option of declaring a minor. A Geology minor is available in the College, 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 website.

Second Bachelor’s Degrees
A student who has completed the requirements for a bachelor’s degree at OU may also 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 hours of upper-division geology, geophysics or engineering (according to second undergraduate degree program), 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.

Oklahoma Geological Survey
G. Randy Keller, Ph.D., Director
100 East Boyd St. Suite N131
Norman OK 73019
Phone: (405) 325-3031 or (800) 330-3996 (Toll-free)
Fax: (405) 325-7069
Internet: http://www.ogs.ou.edu
email: ogs-web@gcn.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.

Our Mission
The Oklahoma Geological Survey is 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, operation of a state-wide seismograph network, development of geological databases, 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 containing data for downloading, the Oklahoma Petroleum Information Center (OPIC), presentations to the public and professional organizations, and organizing workshops for technology transfer to industry and academia.

At the OPIC facility in Norman, thousands of core and well samples, thousands of well logs, a well data library, and other petroleum-related material is available to the public. 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 OGS staff serve as mentors, adjunct faculty, instructors, and committee members for students enrolled at the University of Oklahoma and other universities. As a unit of the Mewbourne College of Earth and Energy, the OGS supports a number of students to assist with the College’s research and service efforts.

ConocoPhillips School of Geology and Geophysics
R. Douglas Elmore, Director
Dr. Paul Philp, Graduate Liaison
Sarkeys Energy Center, Suite 710
Norman, OK 73019-1009
Phone: (405) 325-3253
FAX: (405) 325-3140
Internet: http://geology.ou.edu

Faculty Roster
Professors Abousleiman, Elmore, Engel, Keller, London, Marfurt, Mitra, Philp, Reches, Slatt, G. Soreghan, Westrop; Associate Professors, Lupia, A. Madden, M. Madden, Pigott, Weaver; Assistant Professor Dulin...

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 160 undergraduate students and 102 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 ConocoPhillips 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 succeed in the multidisciplinary realm of this profession, and which afford opportunities for undergraduates or advanced study in many of the most exciting sub-disciplines in the geosciences today. We maintain disciplinary strengths in five areas: Energy, Earth Chemistry, Geophysics, Lithosphere 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, petrophysics, geochemistry, and risk analysis. The generated basin models either incorporate data obtained directly from outcrops around the world or complement the Seismic Stratigraphy Laboratory by generating virtual wells from the interpretative output and taking them an additional step. For basin analyses using data from around the world, this lab incorporates our own computer programs along with the industry standard software of both Schlumberger’s Petrel petrophysical software and Platte River’s 1D, 2D, and 3D BasinMod, BasinView, and BasInfow. The subsequent dynamic basin models of the petroleum system criticals (petroleum maturation, migration, and accumulation controlling parameters) with an emphasis upon crustal tectonic analyses are geoconstrained from geochemistry in order to yield risked predictive models of a basin’s geodynamic evolution and accompanying hydrocarbon prospectivity.

ELECTRON MICROPROBE LABORATORY

The electron microprobe laboratory is built around a fully automated Cameca SX50 microanalyzer. The five wavelength-dispersive spectrometers, a PGT PRISM 2000 energy-dispersive detector, and a GATAN PanaCLF spectrophotometer are fully integrated for all analytical and imaging functions (secondary electron, backscattered electron, and cathodoluminescence signals). The system provides quantitative elemental microanalysis of boron to uranium; 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://ors.ou.edu/Microprobe/OUEMPLhome.asp.

EXPERIMENTAL PETROLOGY LABORATORY

The experimental petrology laboratory has facilities for mineral synthesis, calibration of phase equilibrium reactions, and petrologic
analogue or simulation experiments. In addition to sample preparation facilities, the experimental laboratory contains 18 externally heated cold-seal reaction vessels for routine operation to 850°C, 200 MPa, and two vessels capable of operation to 700°C, 400 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**

Roger Slatt, Director of the Institute of Reservoir Characterization (IRC), brings expertise drawn from a 14 year career in the oil and gas industry with Cities Service Co. and ARCO/ARCO International, and focused on various aspects of reservoir characterization globally. He has also been a professor at Memorial University of Newfoundland, Arizona State University, and Colorado School of Mines. At the latter institution, he was Chair of the Department of Geology and Geological Engineering, and Director of the Rocky Mountain Region Petroleum Technology Transfer Council (PTTC). At the University of Oklahoma he holds the positions of Gungoll Family Chair Professor in Petroleum Geology and Geophysics as well as Director of the IRC. He has published approximately 150 papers in scientific journals, written textbooks on Reservoir Characterization (Elsevier), Petroleum Geology of Deepwater Depositional Systems (AAPG), Argillaceous Rock Atlas (Springer-Verlag) and has been editor/co-editor of additional books. He teaches principles of reservoir characterization, clastic sequence stratigraphy, turbidite petroleum geology, and shale geology to international audiences as well as to OU students. He has graduated approximately 60 graduate students since coming to OU in 2000 as Director of the School of Geology and Geophysics (2000-2005). He has received numerous awards, including Best Paper at an AAPG convention, two Best Poster’s at SEPM/AAPG conventions, Distinguished Education (AAPG), Special Commendation Award (SEG), and has been a Distinguished Lecturer for both AAPG and SPE.

**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.

**PETROLEUM GEOCHEMISTRY/ENVIRONMENTAL FORENSICS/ORGANIC GEOCHEMISTRY-STABLE ISOTOPE LABORATORIES**

The organic above mentioned laboratories have state of the art wet chemistry facilities and instrumentation for the isolation and analysis of organic compounds from a wide variety of geologic materials.

Dr. Engel has two HPLC systems and a HP GC/MSD instrument used for the analysis of amino acids and peptides. He has a conventional stable isotope laboratory equipped with vacuum lines and a Delta E isotope ratio mass spectrometer for high precision stable carbon isotope analyses of organic matter and carbonates and stable oxygen isotope analyses of carbonates and water.

Dr. Engel also has a state of the art Thermo Delta V Plus isotope ratio mass spectrometer that is equipped for continuous flow as well as with a dual inlet for conventional off-line analyses. For continuous flow, the instrument is interfaced to a Costech Elemental Analyzer for stable carbon, nitrogen and sulfur isotope analyses and a Thermo TC/EA system for stable hydrogen isotope analyses. The instrument is also interfaced to a Thermo gas bench system for automated analyses of carbonates (carbon, oxygen) and water samples (oxygen).

Dr. Philp has a number of gas chromatographs with a variety of detectors for characterizing a wide variety of samples containing hydrocarbons, S and N containing compounds, as well as chlorinated compounds in environmental samples. In addition he has two Agilent GCMS systems for analyzing organic compounds in many different types of samples and one of these instruments is also used for determination of chlorine isotope composition volatile chlorinated organic compounds. His laboratory also has an additional 3 gas chromatograph–isotope ratio mass spectrometer systems that are used to determine carbon and hydrogen isotope ratios of individual compounds in a wide range of samples related to both petroleum related samples and environmental forensic problems.

**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, SAM NOBLE OKLAHOMA MUSEUM OF NATURAL HISTORY**

Paleontological research is concentrated at the Sam Noble Museum, which includes fully equipped labs for invertebrate paleontology, vertebrate paleontology and paleobotany. Large collection areas house more than half-a-million specimens. In addition to various specimen preparation equipment, there are facilities for scanning electron microscopy and digital macrophotography. Exhibits in the Ancient Life Gallery are fully integrated into undergraduate classes (GEOL 1024; GEOL 3513; GEOL 4413), and allow detailed study of fossils ranging from trilobites to dinosaurs.

**SEDIMENTOLOGY/STRATIGRAPHY LABORATORY**

The Sedimentology/Stratigraphy Laboratory at OU contains all the necessary equipment and facilities to conduct basic and advanced sedimentological and sedimentary geochemical studies. This equipment includes acid-resistant fume hoods, water purification,
centrifuge, freeze dryer, furnace, vacuum filtration system, and rock crusher. More specialized equipment includes a Beckman-Coulter laser particle-size analyzer, a Bartington portable magnetic susceptibility meter, and several research grade petrographic and stereo microscopes, one of which is equipped with an automated point-count system and with digital image acquisition and analysis systems.

**GAS HYDRATES LABORATORY**
The Gas Hydrates Laboratory houses high pressure equipment necessary for forming CO2 and CH4 gas hydrates in situ, including two Parr reactors. Analytical equipment includes pressure transducers and thermocouples for measuring the thermodynamics and kinetics of hydrate formation and dissociation, as well as polarized light microscopy for analyzing gas hydrate phases in fluid inclusion samples.

**PHYSICAL GEOCHEMISTRY LABORATORY**
The Physical Geochemistry Laboratory is dedicated to the study of the thermodynamics and kinetics of natural materials relevant to sediments, soils, and solutions on Earth and planetary bodies. Equipment includes Atomic Absorption Spectrometer (Perkin-Elmer 2380), analytical balances, furnaces, gas adsorption analysis for surface area and pore size distribution (Quantachrome Nova 2000), geochemical thermodynamic and reaction path modeling software (Geochemist's Workbench), geochemical reactors of various types, ultracentrifugation, ultrapure water system (Barnstead Nanopure Diamond), UV-visible scanning absorption spectroscopy (Thermo Scientific Genesys 6).

**STRUCTURAL GEOLOGY LABS**
The digital workroom includes two dual monitor Dell PC workstations, a Sun Blade workstation, and a SGI Octane workstation. The PCs are primarily used for GIS applications, Cross section construction and 3-D modeling. The Sun Blade and SGI workstations are primarily used for seismic interpretation (Landmark and Geoquest) and 3-D visualization.

The physical modeling laboratory is equipped with controlled hydraulic and electric displacement equipment. These are employed to exert a variety of displacement boundary conditions on models made of sand, clay or plaster. Most of the experiments done in this laboratory are directed toward studies of upper crustal deformation, primarily faulting and fracturing.

**SEISMIC STRATIGRAPHY LABORATORY**
This facility is a premier geophysical exploration and development research laboratory focused upon integrated seismic modeling, processing, and interpretation of seismic data worldwide. Such integration forms a prerequisite foundation for accurate seismic stratigraphic interpretation and of subsequent petroleum system analysis in the Basin Analysis Laboratory. Two-dimensional and three-dimensional seismic data include more than 100,000 km of industry-acquired marine and land seismic field, stacked, and migrated land and marine records from North America, South America, the Middle East, and Southeast Asia.

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 Schlumberger’s Omega, the preeminent industry standard for commercial processing of 2D and 3D reflection seismic data, and subsequent interpretation incorporates Schlumberger’s Petrel software.

**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 facility provides 22 workstation class PCs with dual monitors in a laboratory class room environment as well as a variety of Linux-based multicore servers for research and development. Industry level software for the PC lab includes Schumberger’s Petrel software for seismic data interpretation and reservoir modeling, the Hampson-Russell suite for geophysical analysis and Tesseract seismic modeling software. The Linux-based servers host Landmark’s ProMAX/SeisSpace software for 2D and 3D seismic data processing. The CIF is managed by a full-time system administrator.

**DEVON POWDER X-RAY DIFFRACTION AND CLAY MINERALOGY LABORATORY**
The Devon lab includes equipment for the preparation and analysis of rock and mineral samples by powder X-ray diffraction, including clay mineral separations. A Rigaku Ultima-IV X-ray diffractometer features cross-beam optics, allowing rapid switching between Bragg-Brentano and parallel-beam optical configurations. Scintillation and Si-strip detectors are mounted with a Y-arm system that facilitates either extremely rapid or extremely precise data collection. The Ultima IV can also be configured for grazing incidence measurements of thin films on diffracting surfaces. Additionally, the lab is equipped for preparation of bulk rock samples, with tools such as a McCrone Micronizing mill, and for the treatment of rock samples for clay analysis, requiring a sequence of extraction steps involving a number of chemical and physical treatments. To accomplish the clay separations, the lab contains a centrifuge, a dialysis bath, desiccators, a drying oven, a furnace, a heating water bath, and a microbalance. For data analysis, updated software tools such as MDI Jade, MDI ClaySim, and Rigaku PDXL are interfaced with databases from the International Centre for Diffraction Data.

**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 ConocoPhillips 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
According to the National Science Foundation, there are approximately 125,000 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 of Science 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 EMPLOYMENT 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 20 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 to the ConocoPhillips School of Geology and Geophysics, applicants who are direct from high school must be admitted to OU and have earned 24 semester credit hours with an OU and combined retention grade point average of 2.50 or higher. Students transferring to the Mewbourne College of Earth and Energy must have a retention GPA of 2.50 or higher. University of Oklahoma readmits must have an OU and combined retention GPA of 2.50 or higher to be admitted into the Mewbourne College of Earth and Energy.

Geology and Geophysics students are required to earn a grade of C or better 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 or better is earned. A student must maintain at least a 2.50 GPA in order to be in good standing in the Mewbourne College of Earth and Energy. Any student whose combined, semester or OU retention grade point average falls below 2.50 will be placed on academic performance contract. Further, any student whose OU or combined retention major or curricular grade point average falls below 2.50 will be placed on academic performance contract.
Bachelor of Science in Geology
This curriculum is designed to provide the necessary background for professional work or graduate studies in geology and allied sciences. Students with an inadequate high school or two-year college background in mathematics, chemistry, or physics may require more than four academic years to complete this program. For detailed semester by semester curriculum requirements, please consult: http://www.ou.edu/content/checksheets/earth-energy.html.

- **General Education Requirements**: 40 semester hours distributed in accordance with University requirements.
- **School of Geology and Geophysics Requirements**: ENGL 3153 or GEOL 3333; MATH 1914, 2924 and 2934; CHEM 1315 and 1415; PHYS 2514 and 2524; and nine hours of approved science electives in geophysics, geography, meteorology, biological sciences, chemistry, computer science, mathematics, physics and/or engineering (6 hours must be upper-division and 3 hours must be outside the College). Credit for some of these courses may be used to satisfy General Education requirements.
- **Geology Core Requirements**: GEOL 1114; a 1000-level Geology elective to be chosen from GEOL 1003, 1013, 1024, 1133, 3154, 3633, 4213, 4533, or other non-required geology courses as approved by adviser; 2224; 3223; 3233; 3114; 3513; 4113; 3123; 4156; GPHY 4413 or GEOL 4223; and 3 hours of geology/geophysics electives.
- **Other Requirements**: 17 hours of free electives (5 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 complete the same coursework required for a B.S. in Geology, except for 16 hours of geology/geophysics and allied science electives which are more narrowly specified. The student must satisfy 7 hours of geology/geophysics elective requirements by completing GEOL 3154 and GEOL 4633, and the 9 hours of geology 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 complete the same coursework required for a B.S. in Geology, except the geology/geophysics elective, free electives and science requirements are more structured, and 1 additional hour is required. The following courses are specific to this option: GEOL 4133, GEOL 4233, P E 3213, PE 3221, P E 3813, and GPHY 4874.

Paleontology Option
To obtain a B.S. in Geology with a Paleontology option, a student must complete the same coursework required for a B.S. in Geology, except the geology/geophysics and science electives are more narrowly specified, and 2 additional hours are required. The following courses are specific to this option: GEOL 4413, GEOL 4513, BIOL 1114, BIOL 1121, BIOL 2013, BIOL 3403 and BIOL 5204.

Bachelor of Science in Geophysics
This curriculum constitutes a preparation 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. Students with an inadequate high school or two-year college background in mathematics, chemistry or physics may require more than four academic years to complete this program. For detailed semester by semester curriculum requirements, please consult: http://www.ou.edu/content/checksheets/earth-energy.html.

General Option
- **General Education Requirements**: 40 semester hours distributed in accordance with University requirements.
- **School of Geology and Geophysics Requirements**: English 3153 or GEOL 3333; MATH 1914, 2924 and 2934; MATH 3113; 3 hours of upper-division math electives; C S 1313; CHEM 1315 and 1415; PHYS 2514, 2524, and 3043; and 6 hours of upper-division physics electives. Credit for some of these courses may be used to satisfy General Education requirements.
- **Geophysics Core Requirements**: GEOL 1114; a 1000-level Geology elective to be chosen from GEOL 1003, 1013, 1024, 1133, 3154, 3633, 4213, 4533, or other non-required geology courses as approved by adviser; 2224; 3223; 3114; 3123; 6 hours of upper-division geology electives; GPHY 4413; and 15 hours of upper-division geophysics electives. Credit for some of these courses may be used to satisfy General Education requirements.
- **Other Requirements**: 5 hours of free elective.

Exploration Geophysics Option
To obtain a B.S. in Geophysics with an Exploration option, a student must complete the same coursework required for a B.S. in Geophysics, except the geophysics electives are more structured, and 2 additional hours are required. The following courses are specific to this option: GPHY 4874 and GPHY 5864.

MINOR IN GEOLOGY
For completion of a minor in Geology, students are required to complete the following course requirements with a grade of C or better:
- GEOL 1114, or 1104,
- GEOL 2224
- 9 hours of upper-division Geology coursework, of which
- 6 credit hours must be taken in residence at OU, and
- 6 credit hours must be chosen from GEOL 3003 or 3114 (REQUIRED FOR 3123), 3123, 3154, 3223, 3233, 3513, OR 4113, and
- the remaining 3 credit hours must be selected from the above courses or any upper-division letter-graded GEOL course except for course listings for colloquium, research, directed reading, and seminars in specialty topics.

GEOL OGY AND GEOPHYSICS GRADUATION WITH DISTINCTION
The faculty may recommend that the degree With Distinction be conferred on graduates who have a combined cumulative grade point average of 3.50 or higher and With Special Distinction on students who have a combined cumulative grade point average of 3.75 or higher.

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 550 (PB), 213 (CB) or 79-80 (IB).

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 and earn a grade of “B” or better in each course. 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.

Graduate Admissions Committee
ConocoPhillips School of Geology and Geophysics
The University of Oklahoma
Sarkeys Energy Center
100 E. Boyd Street, Suite 710
Norman, OK 73019-1009

Degree Requirements
The ConocoPhillips 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 ConocoPhillips 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 40 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 ConocoPhillips School of Geology and Geophysics before he/she may schedule the final oral examination.

**Mewbourne School of Petroleum and Geological Engineering**

Chandra S. Rai, Director
Deepak Devegowda, Graduate Liaison
Suresh Sharma, Director, Natural Gas Engineering and Management
Sarkeys Energy Center, Suite 1210
Norman, OK 73019-1003
Phone: (405) 325-2921
FAX: (405) 325-7477
Internet: [http://mpge.ou.edu](http://mpge.ou.edu)

**Faculty Roster**

Professors Abousleiman, Civan, Ghassemi, Rai, Shah, Sharma, Sondergeld, Zaman; Associate Professors Ahmed, Callard, Devegowda, Shiau, Wu; Assistant Professors Fahs, Ghanbarnezhad-Sondergeld, Zaman; Associate Professors Ahmed, Callard, Professors Abousleiman, Civan, Ghassemi, Rai, Shah, Sharma, MSE

**Degrees Offered**

- Bachelor of Science in Petroleum Engineering
- Bachelor of Science in Petroleum Engineering/Master of Business Administration
- Accelerated Bachelor of Science/Master of Science in Petroleum Engineering
- Master of Science (Geological Engineering, Natural Gas Engineering and Management, and Petroleum Engineering)
- Doctor of Philosophy (Geological Engineering and Petroleum Engineering)

**General Information**

The Mewbourne School of Petroleum and Geological Engineering is nationally ranked as one of the best. Petroleum is synonymous with energy. A large fraction of the energy used in this country originates from oil or natural gas. Although the overall percentage provided by petroleum is expected to drop, the total amount provided by petroleum sources will increase. The next “energy crisis” may soon occur, and the petroleum industry will be required to meet the international demands for economical sources of fossil mineral fuels. Because of enhanced oil recovery, unconventional natural gas and frontier producing areas will provide a greater fraction of this production, the need for complex technology required to produce such difficult resources will produce a continued demand for qualified petroleum and geological engineers.

Petroleum and geological engineering are many-faceted disciplines that are directed toward exploiting natural resources contained in a geological habitat. Graduates from our programs can work in several different areas and at different levels of technical involvement. They may work on specific production-related problems in a technical area or they may work as broad technical problem solvers within their organizations. Between these extremes is the complete spectrum of job possibilities.

Petroleum and geological engineers are required to utilize complex technologies. Exploration and production are not simple, independent processes. Rather, projects are complex and the extreme financial and physical risks must be integrated into the engineering design of specific exploration and production projects to make them succeed. Engineers who analyze and design systems and facilities for current producing systems must be well prepared. The Mewbourne School of Petroleum and Geological Engineering is prepared to produce such engineers.

**Special Facilities and Programs**

**LABORATORY FACILITIES**

Laboratories, located in the Sarkeys Energy Center and the north campus, are well-equipped to give undergraduate and graduate instruction in all phases of petroleum engineering. Specific laboratory items include equipment for the following: core analysis, capillary pressure and relative permeability measurements; ultrasonic velocity; nuclear magnetic resonance spectra; fines migration and formation damage control; the testing and treatment of drilling muds, emulsions, and oil field brines; pressure-volume-temperature measurements of gas and oil mixtures under reservoir conditions; units for studying the flow of oil; gas, and water through porous media; electrolytic models; gas analysis, regulation, and metering; electrical properties of cores; high pressure PVT equipment; corrosion rate measurement and enhanced oil recovery techniques such as surfactant flooding, polymer flooding, in-situ combustion and microbial processes. Large-scale equipment includes a system for studying crude oil displacement by steam, bottom hole pressure and temperature instruments, drilling and cementing tools, cement consisitometer, subsurface pumps, artificial lift equipment, scanning electron microscope, acoustic microscope, Fourier transform infrared spectrometer, load frame and models to illustrate various principles of drilling and production.
The University has access to several thousands of electrical logs and cores from oil and gas wells drilled in Oklahoma.

**Undergraduate Study**

**SCHOLASTIC REQUIREMENTS:**
To be eligible for admission to the Mewbourne School of Petroleum and Geological Engineering, applicants who are direct from high school must be admitted to OU and have earned 24 semester credit hours with an OU and combined retention grade point average of 2.50 or higher.

Students transferring to the Mewbourne College of Earth and Energy must have a retention GPA of a 2.50 or higher.

University of Oklahoma readmits must have an OU and combined retention GPA of 2.50 or higher to be admitted to the Mewbourne College of Earth and Energy.

A student must maintain at least a 2.50 GPA in order to be in good standing in the Mewbourne College of Earth and Energy. All undergraduate petroleum engineering students are required to earn a grade of C or better in each course presented for the degree. Students must earn a C or better in each prerequisite course before progressing to the next course(s).

**LAPTOP REQUIREMENT**
Students with a major in Petroleum Engineering are expected to have a laptop computer. The laptop technologies are used to enhance the learning experience. Students should consult with faculty advisers and the Mewbourne College of Earth and Energy Dean’s office for additional information.

**Bachelor of Science in Petroleum Engineering**
The objectives of the B.S. in Petroleum Engineering are that Petroleum Engineering Bachelor of Science Alumni will:

- have successful professional careers in petroleum engineering.
- be emerging or established leaders among their peers demonstrated by leading projects or teams and creating business value.
- be engaged in continually improving their professional engineering competencies and proficiencies in health, safety, and environmental issues through further training and education.
- be emerging leaders in service to professional, educational, governmental and community organizations.

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 ABET, http://www.abet.org)

This program requires a minimum of 127 credit hours with a minimum OU and combined retention grade point average of 2.50 in the major, curriculum and overall. For detailed semester by semester curriculum requirements, please consult http://www.ou.edu/content/checksheets/earth-energy.html.

**LOWER DIVISION REQUIREMENTS**
The lower-division (1000- and 2000-level courses) requirements of 68 hours are to be met as follows:

- Communication: 6 hours. ENGL 1113 and ENGL 1213 or EXPO 1213.
- Foreign Language: 0-10 hours. Two years in high school or two college-level courses in a single foreign language. (College-level foreign language does not count toward the curricular hours required for the petroleum engineering degree.)
- Social Science: 6 hours. PSC 1113 and a Social Science elective.
- Humanities: 12 hours. HIST 1483 or 1493 and one course from each of the following General Education fields: Understanding Artistic Forms, Western Civilization and Culture, and Non-Western Culture. (One of these courses must be upper-division.)
- Science and Math: 34 hours. CHEM 1315 and 1415; MATH 1914, 2924, and 2934; PHYS 2514 and 2524; and GEOL 1114.
- Core Engineering: 9 hours. P E 2113, P E 2153, and P E 2213.

**UPPER-DIVISION REQUIREMENTS**
The upper division (3000- and 4000-level courses) requirements of 59 hours are to be met as follows:

- Math and Science: 9 hours. MATH 3113, GEOL 3003, and GPHY 4323.
- Petroleum Engineering: 45 hours. PE 3213, 3221, 3022, 3123, 3223, 3313, 3712, 3413, 3513, 3723, 3813, 4333, 4521, 4533, 4712, 4331, 4423, 4553.
- Electives: 3 hours. Approved PE elective.
- Internship: 2 hours. PE 3222, Petroleum Engineering Practice II is required in the summer of either the sophomore or junior year.

**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 or higher and With Special Distinction on students who have a combined cumulative grade point average of 3.70 or higher.

**RETENTION**
Enrollment Stops and Readmission: Petroleum Engineering students must maintain at least a 2.50 grade point average in order to be in good standing in the College. Any student whose combined, semester or OU retention grade point average falls below 2.50 will be placed on academic performance contract. Further, any student whose OU or combined retention major or curricular grade point average falls below a 2.50 will be placed on academic performance contract. A student who has taken a curricular course twice and does not successfully completed it the second time with a grade of C or better will be placed on academic performance contract. Students on academic performance contract who fail to bring their OU, combined and/or semester GPA to a 2.50 or higher or fail to meet other terms of the contract after one semester will be dismissed (stopped out) from the Mewbourne College of Earth and Energy.
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 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 nine credit hours of core petroleum engineering courses (PE 5353, 5990 and 6573); three credit hours of approved applied mathematics courses; and 12 credit hours of approved electives. The thesis is to be defended in a final oral examination.

The nonthesis program requires at least 36 credit hours. A student must take nine credit hours of core petroleum engineering courses (PE 5353, 5990 and 6573); three credit hours of approved applied mathematics courses; and 24 credit hours of approved electives. 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 petroleum/geological engineering courses from PE 4803, GE 5143, 5243 and 6263; three credit hours of approved applied mathematics courses; and two credit hours of either GE 5971 or 5990; 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/geological engineering courses from PE 4803, GE 5143, 5243 and 6263; three credit hours of approved applied mathematics courses; and two credit hours of either GE 5971 or 5990; and 12 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.

Master of Science in Natural Gas Engineering and Management Degree
Students may pursue a thesis or non-thesis option for the Master of Science in Natural Gas Engineering and Management degree.

The thesis program requires at least 30 hours, including six credit hours of thesis, plus one credit hour PE 5971 graduate seminar. For the remaining 24 hours, a student must take 18 credit hours of the required courses PE 5603, 5613, 5623, ChE 5643, FIN 5322, 5332 and two additional hours of an approved course with financial emphasis; plus eight credit hours of approved electives. The thesis is to be defended in a final oral examination.

The non-thesis program requires at least 36 hours courses plus one credit hour PE 5971 graduate seminar. A student must take 18 credit hours of the required courses PE 5603, 5613, 5623, ChE 5643, FIN 5322, 5332 and two additional hours of an approved course with financial emphasis; plus eight 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 PE or GE. All such hours may, on recommendation of the student's Advisory Conference, be applied to his/her doctoral program. Exceptional applicants who have bachelor and master degrees in other engineering and science fields may be admitted to the MPGE Ph.D. program. Course work deficiencies may be necessary (such as geology), depending upon the applicant's background. Coursework deficiencies will be determined by the Graduate Liaison and will not be counted as part of the student’s Ph.D. program.

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.
Jeannine Rainbolt College of Education

100 Ellsworth Collings Hall
Norman, OK 73019-2041
Phone: (405) 325-1081
FAX: (405) 325-7390
Internet: http://education.ou.edu/

- Department of Educational Leadership and Policy Studies
- Department of Educational Psychology
- Department of Instructional Leadership and Academic Curriculum

Administrative Officers
Gregg Garn, Ph.D., Dean
Teresa K. DeBacker, Ph.D., Associate Dean for Professional Education
Lawrence Baines, Ph.D., Associate Dean for Graduate Studies and Research
Sherry Cox, Ph.D., Associate Dean for Undergraduate Advising

Degrees Offered
- Bachelor of Science in Education
- Master of Education
- Doctor of Philosophy
- Doctor of Education

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 eight deans have served the College of Education since Collings. The current dean is Gregg Garn, appointed in 2012.

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 700 undergraduate and 800 graduate students who are pursuing degrees and/or certification. The College offers Bachelors, 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 Jeannine Rainbolt 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.

Programs and Special Facilities of the College

TE-Plus Teacher Education Program
The Jeannine Rainbolt College of Education’s teacher preparation program is “TE-PLUS — Teacher Education: Professionalism, Leadership, Understanding, and Scholarship.” The program includes General Education, Professional Education and Specialized Education coursework and experiences. Depending upon the program area, coursework in both Professional and Specialized Education includes extensive field experiences in a variety of educational settings.

After students complete the teaching internship and research component and pass all state certification exams, they will be recommended to the State Department of Education for initial licensure. The exams required for program completion and licensure include Oklahoma General Education Test (OGET), Oklahoma Subject Area Test (OSAT), and Oklahoma Professional Teaching Examination (OPTE).

The Oklahoma Writing Project
The Writing Project, directed by Priscilla Griffith, is devoted to improving the quality of composition instruction in elementary and secondary schools. The program, which has professionally prepared more than 500 educators as teacher consultants, is part of the National Writing Project, a network of university school programs across the nation. The OWP Teacher Consultants then travel to schools throughout the state, presenting in-service workshops to assist other educators in developing students’ writing performance.

Zarrow Center for Learning Enrichment
The Zarrow Center for Learning Enrichment at the University of Oklahoma studies transition, self-determination, and post-secondary education of youth and adults with disabilities and those at risk for school failure. Masters and doctoral students who conduct research at the Zarrow Center learn skills to become future educational leaders. Faculty and students disseminate their work through books, articles, teaching materials, classes, workshops, and professional presentations. An endowment from the Zarrow Family Foundation of Tulsa funds the Zarrow Center activities.

Center for Educational Development and Research (CEDaR)
The Center for Educational Development and Research (CEDaR) provides support for the research and scholarship of faculty and graduate students in the College of Education. Its work includes data services, academic editing, survey design and administration, and grant-writing support. In addition, CEDaR regularly sponsors workshops on research related software.

The K20 Center for Educational and Community Renewal
The K20 Center for Educational and Community Renewal is a consortium of school-university-community partnerships committed to improving student achievement and democratic citizenship through authentic teaching, technology integration, and cooperative networking. It is an interdisciplinary, university-wide center with a focus on educational and community renewal in the U.S. and internationally. The K20 Center proposes a model addressing the needs of children and families through interactive,
action-oriented partnerships among schools, families, universities, and community and government agencies. The K2o Center brings teachers, administrators, students, parents, school board members, community members, business leaders, information technologists, university faculty and students together to share ideas, observe best practices, identify and analyze problems, and develop strategies for improved teaching, learning, and community life.

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 Hardman Center

The Hardman Center for Children with Learning Differences was created through a gift from Ruth G. Hardman, a long-time Tulsa resident known for her philanthropy and interest in literacy and education. The Hardman Center has a dual mission of outreach across the state to assist parents, teachers, and schools in helping children with learning differences be more successful in school, and of applied research to close the gap between best and current practices in literacy education.

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.

John W. Renner 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.

Academic Advising Center

The Academic Advising Center serves as an advising and information center for undergraduate and graduate certification only students in the Jeannine Rainbolt College of Education. This office maintains records on all students pursuing teacher education. Students must consult their advisee before they will be cleared to enroll in classes. Advising occurs before advanced registration begins each semester. Students are encouraged to consult with their advisee about matters pertaining to their degree program and certification requirements. The office is located in room 137 Ellsworth Collings Hall (ECH). For an appointment, call (405)-325-2238.

Student Organizations

ASSOCIATION OF ADULT, HIGHER EDUCATION, AND DEVELOPMENT (AHEAD)

AHEAD is a graduate student organization that works to aid its members’ personal and professional development through informing and encouraging participation in opportunities in the field of Higher Education. AHEAD also serves as a social organization that helps encourage building relationships across all areas in EDAH. The organization consists of an executive board that is modeled off of a leadership structure found in many national organizations within the field. The board collectively governs the direction of the organization with collaboration with all members.

THE COUNSELING STUDENT ASSOCIATION (CSA)

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 (DSAC)

The presidents of all of the undergraduate student organizations in the Jeannine Rainbolt 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. Meetings are open to all interested students.

DIVERSITY APPRECIATION GROUP (DAG)

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 beliefs, values and behaviors in relation to others who are different 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.
Graduate Student Council
The Graduate Student Council exists to discuss issues and concerns from the graduate students of the College, and serve as liaisons between the Dean’s office and the graduate student organizations. The Council meets monthly during the academic year with the Associate Dean for Graduate Studies and Research, and its members are involved in programs and projects that support graduate student representation and community in the College. The Council consists of a representative from each of the College’s Graduate Student Organizations: AHEAD, CSA, EGO, ILAC, OESA and NSTA.

KAPPA DELTA PI (KDP)
Kappa Delta Pi, the international honor society in education, recognizes outstanding contributions to education and encourages professional fellowship. Membership is by invitation and is offered for undergraduate and graduate education students who exhibit sound scholarship (a GPA of at least 3.25), commendable personal qualities, and worthy educational ideals.

Oklahoma Sooners National Science Teachers Association Student Chapter (NSTA)
The Oklahoma Sooners National Science Teachers Association Student Chapter is a registered student organization at OU and an official student chapter of the National Science Teachers Association (NSTA). The purpose of our chapter is to advocate the mission of NSTA, which is to promote excellence and innovation in science teaching and learning for all; to acquaint preservice teachers of science with the support resources available from NSTA; to provide additional professional development in science education to preservice teachers; and to create a network of preservice teacher at universities or colleges across the world. Benefits of the student chapter include a free one-year NSTA electronic student membership and opportunities to gain leadership skills, to enhance career growth, to network with peers and experienced science teachers and educators, and to support science education.

OKLAHOMA EDUCATIONAL STUDIES ASSOCIATION (OESA)
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 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, politics and law, cultural studies, gender studies and educational policy studies.

THE STUDENT COUNCIL FOR EXCEPTIONAL CHILDREN (SCEC)
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 preservice general educators as well as special educators.

STUDENT OKLAHOMA EDUCATION ASSOCIATION (SOEA)
The University of Oklahoma Student Oklahoma Education Association (SOEA) is a pre-professional organization of undergraduate and graduate students currently preparing for careers in education. Through SOEA, students are affiliated with the larger Oklahoma Education Association and the National Education Association. Membership in SOEA provides networking opportunities with professional educators and the opportunity to participate in professional development workshops and unite for special projects.

Scholarships and Financial Aid
UNDERGRADUATE SCHOLARSHIPS
- Frank and Dyan Agar Scholarship
- Bellwether Society Scholarship
- Danni and Dan Boz Endowed Education Scholarship
- Blanche Honaker Brakebill Scholarship
- Leah Copass Brakebill Scholarship
- Jane Holland Browning Education Endowed Scholarship
- Cleveland/McClain County Retired Educators Assn. Scholarship
- 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. Dunfion Education Scholarship
- Sarabeth and Gary Farney Scholarship
- Dawn M. Glitsch Memorial Scholarship
- Dr. Charles E. Grady, Jr. Memorial Scholarship
- Virginia Hallum Trust Award
- Clara Rusk Hastings Scholarship Trust
- Elizabeth Raye Hazelwood Scholarship
- Joanne Hendrick Early Childhood Endowed Scholarship
- Rosa Brink and Shirley Brink Holladay Scholarship
- Cathey A. Simmmons Humphreys Endowed Scholarship
- Eunice Lewis Mathematics Education Scholarship
- Sandra L. O’Brien Endowed Scholarship
- Oklahoma State Regents for Higher Education Future Teacher Scholarship Program
- Parks Memorial Scholarship
- Jeanne Reeder Perkins Scholarship
- Jake Pollock and Miller McHale Early Childhood Education Scholarship
- Jeannine T. Rainbolt Scholarship
- Donald L. Ranallo, Jr. Endowed Scholarship
- Erin and Mary Reed Scholarship
- Landra and Grant Rezabek Scholarship Fund
- Patricia Elaine Rigney Scholarship
- Lillian J. Scott Endowment Fund
- Joan K. Smith Endowed Scholarship
- Social Studies Secondary Education Endowed Scholarship
- Sherry S. Steele Scholarship
- Chipman Gray (Chip) Stuart Endowed Scholarship
- B.H. Taylor Scholarship
- Teach America Tomorrow Award
- Sharen Jester Turney Education Endowed Scholarship
The University of Oklahoma 2014-16 General Catalog

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 Jeannine Rainbolt College of Education, depending upon whether you have accumulated sufficient hours and meet other requirements for admission to the Jeannine Rainbolt College of Education.

Admission
There is a 2-step admission process for students seeking to enter the Jeannine Rainbolt College of Education.

I. Admission to the Jeannine Rainbolt College of Education (Step 1)
Students at the University of Oklahoma are eligible for admission to the college after they have:

• a minimum of 24 semester hours earned from an accredited institution of higher learning;
• a minimum of 2.75 combined retention grade point average on all coursework attempted;
• declared major in education.

II. Full Admission to a Certification Program (Step 2)
Students are eligible to apply for full admission to a teacher education certification program after they have:

• 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; MATH (Gen Ed Core I)--three hours; American History--three hours; American Government--three hours; Gen Ed Core IV--three hours; Social and Behavioral Sciences--three hours; Natural Sciences--three hours;
• a minimum OU retention and combined retention grade point average of 2.75 on all coursework attempted;
• Take and Pass the Oklahoma General Education Test (OGET), http://www.ceoe.nesinc.com. Please contact the College if you have taken and passed the PPST in another state.

Admission to a teacher education certification program requires meeting particular program requirements, submission of an application and essay, background check, 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.

Admission to the Graduate College to Complete the Graduate Certification Component of the TE-PLUS Program. Required only for extended programs (Early Childhood, Foreign Language and Language Arts)

Students must be admitted to the Graduate College to complete the graduate certification component of the TE-PLUS program.

GRADUATE SCHOLARSHIPS

• William Jeffreys Argo Scholarship Fund
• Bellweather Society Scholarship
• Dan and Danni Boz Endowed Education Scholarship
• Blanche Honaker Brakebill Scholarship
• Jane Holland Browning Education Endowed Scholarship
• A.E. Clark Memorial Graduate Scholarship
• Dallas Area Education Alumni Scholarship
• Hannah Foreman Davis Scholarship Fund
• Frances Ranson Dunham Scholarship Fund
• Carl P. and Erma W. Dunifon Scholarship Fund
• Herbert Hengst Scholarship in Administration in Higher Education
• Rosa Brink and Shirley Brink Holladay Scholarship
• Kern and Ruth Chastaine Johnson Scholarship Fund
• Fred Kierstead Memorial Scholarship
• Dr. Boleslaus S. Kupiewski Scholarship
• Paul F. Kleine Graduate Scholarship
• Michael Langenbach Scholarship
• Eunice Lewis Mathematics Education Scholarship
• Sandra L. O’Brien Endowed Scholarship
• Anna and Harold Paige Scholarship
• Jeanne Reeder Perkins Scholarship
• William B. Ragan Memorial Scholarship
• Jeannine T. Rainbolt Scholarship
• Donald L. Ranallo, Jr. Endowed Scholarship
• Patricia Elaine Rigney Scholarship
• Lillian J. Scott Endowment Fund
• R. Steven Shu Special Education Endowed Scholarship
• Dr. Glenn Snider Education Scholarship Fund
• Social Studies Secondary Education Endowed Scholarship
• Sharen Jester Turney Education Endowed Scholarship
• University of Oklahoma College of Education Alumni and Friends Association Scholarship
• Nadine R. Vincent Scholarship Fund
• Richard P. Williams Memorial Scholarship
• Fred Wood Scholarship

For more information on scholarship opportunities, visit http://www.ou.edu/content/scholarships.html. For information on financial aid opportunities, visit the OU Financial Aid Services website at http://www.ou.edu/financialaid.html.

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.
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 cumulative grade point average on the last degree conferring transcript; for conditional admission, students must achieve a 2.50–2.99 cumulative grade point average on the last degree conferring transcript. 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**

- 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.
- 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.
- Students must earn a C or better in Communication 1113 or its equivalent.
- Students who have not earned OU retention or combined retention grade point averages of 2.75 after the completion of 60 semester hours will be dismissed from the College.
- Because one college level math course is a requirement for full admission into both the college and the teacher preparation program, declared Education majors must complete at least one college-level Math within the first four semesters of enrollment at OU. Transfer students who have not completed a college level Math course will have two semesters to complete the requirement. Students who fail to meet the requirement within the time limits specified will be subject to dismissal from the College.
- 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.
- Coursework over 10 years old in the professional and specialized education coursework 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.
- 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.
- To begin the graduate certification component, students must be admitted to the Graduate College in good standing (3.00 on the last degree conferred) or conditionally (2.50–2.99 on the last degree conferred).

**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 Jeannine Rainbolt College of Education are:

- A minimum of 124 semester hours inclusive of general education, professional education, specialized education and elective courses.
- OU retention and combined retention grade point averages of 2.75 or higher.
- Minimum grade point average of 2.75 in all professional and specialized education coursework.
- A minimum of 40 hours of upper division coursework (3000–4000).
- A grade of C or better in all professional and specialized education coursework.
- A minimum of 60 hours from a senior institution.
- 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 those classes taken by all students who are preparing to become teachers. Professional Education courses include: EIPT 3473, EIPT 3483, EDSP 3054, EIPT 3043, EDS 4003. In addition, all students will complete a Teaching Internship (EDUC 4050, EDUC 4060 or EDUC 5920) and a research course. (EDEL 4063, EDSP 4121, ILAC 4143/ 5143, EDEN 5203, EDSC...
Other Professional Education courses vary by teacher certification program and are printed on the degree checksheet. Field experiences are required with EDS 4003, EIPT 3483 and teaching methodology courses.

Admission to the student teaching internship semester requires students to be in good standing and have completed all baccalaureate degree requirements with the exception of the Internship and research course.

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 teacher certification program. The requirements for each certification program are printed on the degree checksheet available at http://www.ou.edu/content/checksheets/education.html and in the Advising 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 Jeannine Rainbolt College of Education.

ACADEMIC RESIDENCE
A student in the Jeannine Rainbolt 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:

• Completing in residence 45 of the last 60 hours prior to graduation after being fully admitted to a teacher education program; or,

• 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 for fall and spring. Students may enroll for 19 semester hours. Students with grade point averages of 3.00 or above may enroll for 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, up to a maximum of 24, semester hours if they have the approval of their adviser and the dean of the college. During the summer session the normal enrollment is 14 semester hours. Students with grade point averages of 3.00 -3.49 may enroll for 15 summer semester hours or 18 hours with a 3.50 or above if they have the approval of their adviser and the dean of the college. Normal enrollment for a summer Intersession is 3 hours. Students may enroll in 4 Intersession semester hours with grade point average of 3.00 -3.49 or for 5-6 Intersession semester hours with a 3.50 grade point average or above if they have the approval of their adviser and the dean of the college.

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 Jeannine Rainbolt College of Education disseminates information through the various offices, particularly the Academic Advising 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 indicated below in the Program Requirements section.

Degrees of Special Distinction will be awarded to graduating seniors who:

• Have grade point averages of not less than 3.75 combined cumulative on all completed coursework;

• Have completed not less than 60 hours of their last 75 hours in residence at the University; and
• Have not been subject to disciplinary action.

Degrees with Distinction will be awarded to graduating seniors who:
• Have grade point averages of not less than 3.50 combined cumulative on all completed coursework;
• Have completed not less than 60 of their last 75 hours in residence at the University; and
• 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 Jeannine Rainbolt 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 Jeannine Rainbolt College of Education:

• Early Childhood Education
• Elementary Education
• Special Education

The following are offered either through the Jeannine Rainbolt 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 at: http://www.ou.edu/content/checksheets/education.html.

EARLY CHILDHOOD EDUCATION
General Education Requirements
• English — 12 hours: ENGL 1113, ENGL 1213 or EXPO 1213, ENGL 2000-level or higher (Core IV-AF); COMM 1113.
• Mathematics — 12 hours: two MATH courses from approved general education list, 2213, 2223.
• Social Studies — 12 hours: HIST 1483 or 1493; Any ANTH course (Core III) or any SOC course (Core III); Non-Western Culture — from approved general education list (3000-level or above) and adviser approved.
• Science — 12 hours: One course in the biological sciences, PBIO, HES, MBIO or BIOL; one course in the physical sciences, AGSC, ASTR, CHEM, GEOG, GEOI, GPHY, METR, PHYS; and any 2000-level or higher science course (recommend HES 2823). One course must include a laboratory component.
• Behavioral Science — 3 hours: EDEC 3413.
• Practical Arts — 3 hours: EDEC 2203.
• Arts and Humanities — 3 hours: Any PHIL course (Core IV-WC).
• Foreign Language — 0–10 hours; Two college-level courses in a single foreign language (may be satisfied by successful completion of 2 years in a single foreign language in high school) and teacher candidates must demonstrate conversational skills at a novice-high level in a language other than English (may be satisfied by classical, modern, Native or American Sign Language)
• Senior Capstone Course — EDEC 4123; satisfied under Specialized Education requirements.

Professional Education
• EDEC 3413, EIP 3011, 3043, 3483; EDSP 3054; EDS 4003; EDUC 4050.

Specialized Education
• EDLT 3183, 4303; EDSC 4093; EDSS 3553; EDEC 3211, 32213333, 3513, 3543, 3553, 3573, 4123, 4513, 4533; additional free electives to meet the 124 requirement for graduation.

ELEMENTARY EDUCATION
General Education Requirements
• English — 12 hours: ENGL 1113, ENGL 1213 or EXPO 1213, ENGL 2000-level or higher (Core IV-AF); COMM 1113 or COMM 2613.
• Mathematics — 12 hours: MATH, 2213, 2223, and two MATH courses from approved general education list.
• Social Studies — 15 hours: HIST 1483 or 1493; P SC 1113; Any ANTH or SOC from approved general education list; GEOG 1103 or 2603; Non-Western Culture — from approved general education list (3000-level or above) and adviser approved.
• Science — 12 hours: One course in the biological sciences, PBIO, HES, MBIO or BIOL; one course in the physical sciences, AGSC, ASTR, CHEM, GEOG, GEOI, GPHY, METR, PHYS; and any
2000-level or higher science course. One course must include a laboratory component.

- Foreign Language — 0–10 hours; Two college-level courses in a single foreign language (may be satisfied by successful completion of 2 years in a single foreign language in high school) and teacher candidates must demonstrate conversational skills at a novice-high level in a language other than English (may be satisfied by classical, modern, Native or American Sign Language).
- Senior Capstone Course — EDEL 4063; satisfied under Professional Education requirements.
- Electives — 4 hours.

Professional Education

- EIPT 3043, 3473, 3483; EDSP 3054; EDS 4003; ILAC 4003; EDUC 4050; EDEL 4063

Specialized Education

- EDEL 3002, 3243, 4101, 4980; EDMA 3353, 4353; EDLT 3911, 3913, 4113, 4813; EDSS 3553, 4323; EDSC 4093, 4993

WORLD LANGUAGE EDUCATION

General Education Requirements

- Communication Skills — 9 hours: ENGL 1113, ENGL 1213 or EXPO 1213; COMM 1113 or 2613.
- Mathematics — 3 hours: any Math course from approved general education list.
- U.S. History and Government — 6 hours: HIST 1483 or 1493; PSY or SOC from approved general education list.
- Science — 8–9 hours: One course in the biological sciences, PBIO, HES, MBIO or BIOL; one course in the physical sciences, AGSC, ASTR, CHEM, GEOG, GEOI, GPHY, METR, PHYS. One must include a laboratory component.
- Behavioral Science — 3 hours: one course chosen from ANTH, PSY, or SOC from general education approved list.
- Arts and Humanities — 6 hours: any course chosen from general education approved Artistic Forms list; HIST 1223 or HIST 1233.
- Contemporary World Culture — 10 hours: an elementary knowledge of another classical, modern, Native or American Sign Language is required (two courses).
- Non-Western Culture — 3 hours: from approved general education list (3000-level or above) and adviser approved. (Core IV).
- Senior Capstone Course — 3 hours: FR 4993 or GERM 4333 or LAT 4503/CLC 4503 or SPAN 4183.

Professional Education

- EIPT 3011, 3043, 3473, 3483; EDSP 3054; EDS 4003; MLLL 4813 (Latin majors complete LAT 4313), EDUC 4050, 4060; ILAC 4143.

Specialized Education

- French: FR 1115, 1225, 2113, 2223, 2243, 3083, 3423, 3853, 4023, 4153 and 4163 or 4323; six hours chosen from focus area not chosen above, or an adviser-approved elective in FR or MLLL, or from FR 3623 or FR 3753 or MLLL 4173; additional elective hours to meet 127 hour undergraduate minimum for graduation may be taken from MLLL, Classics, Language area, Linguistics or Education four hours.
- German: GERM 1115, 1225, 2113, 2223, 2323, 3423, 3523, 3623, 3853, 4313, 4323, six hours of GERM 4000–5000–level course in major language, and LING 4023; additional elective hours to meet 127 hour undergraduate minimum for graduation may be taken from MLLL, Classics, Language area, Linguistics or Education four hours.
- Latin: LAT 1115 and 1215 or 1315, 2113, 2213 3313; LING 4023; 15 hours of Latin courses numbered 3000 and above; 9 hours of CL C courses numbered 2000 or above; LAT 4503 or CL C 4503; additional elective hours to meet 127 hour undergraduate minimum for graduation may be taken from MLLL, Classics, Language area, Linguistics, or Education courses.
- Spanish: SPAN 1115, 1225, 2113, 2223, 3073, 3423, 3853, LING 4023; SPAN 4153 and 4163 or 4093 and 4103; 12 hours chosen from SPAN 4923 or 4913 or 4313 or 4323 or course in the other focus area above or an adviser-approved elective; additional elective hours to meet 127 hour undergraduate minimum for graduation may be taken from MLLL, Classics, Language area, Linguistics or Education courses.

LANGUAGE ARTS EDUCATION

General Education Requirements

- Communication Skills — 15 hours: ENGL 1113, ENGL 1213 or EXPO 1213; COMM 1113 or 2613; two courses chosen from the following: EDEN 4273; ENGL 2113, 2123, 2133, 3103, 3113, 3123, 3133, 3143, 5403.
- Mathematics — 3 hours: any Math course from approved general education list.
- U.S. History and Government — 6 hours: HIST 1483 or 1493; PSY or SOC from approved general education list.
- Biological Science — 3-5 hours: one course in the biological sciences, PBIO, HES, MBIO, or BIOL from general education list.
- Physical Science — 3-5 hours: one course in the physical sciences, AGSC, ASTR, CHEM, GEOG, GEOI, GPHY, METR, PHYS from general education list.
- One course of the above biological or physical science courses must include a laboratory component.
- Behavioral Science — 3 hours: one course chosen from ANTH, PSY, or SOC from approved general education list.
- Arts and Humanities — 9 hours: ENGL 2413, 4133, any PHIL course from approved general education list.
- Foreign Language — 0-10 hours; Two college-level courses in a single foreign language (may be satisfied by successful completion of 2 years in a single foreign language in high school) and teacher candidates must demonstrate conversational skills at a novice-high level in a language other than English (may be satisfied by classical, modern, Native or American Sign Language).
- Non-Western Culture — 3 hours: one course chosen from approved general education list (3000 level or above).
- Senior Capstone — 3 hours: ENGL 4853 and EDEN 4914, satisfied under Professional Education requirements.

Professional Education

- EIPT 3043, 3473, 3483; EDSP 3054; EDS 4003; EDEN 4914, 4923; EDS 4003.

Specialized Education

- American Literatures: ENGL 2773 or 2883; 9 hours from ENGL 2713, 2733, 2743, 3253, 3353, 3713, 4013, 4283, 4713, 4723, 4733, 4813, 4823, or 4833.
General Education Requirements

- English Literatures: ENGL 2543 or 2653, ENGL 4523 or 4533; 6 hours from ENGL 3033, 3513, 2523, 3533, 3543, 3613, 3623, 4013, 4433, 4503, 4513, 4543, 4553, 4563, 4573, 4583, 4613, 4623, 4653.
- World Literatures: ENGL 2273 and 2443; students must also take at least two ENGL courses from the following list. ENGL 2433, 3013, 3333, 3343, 3363, 3383, 3403, 3423, 3433, 3573, 3653, 4003, 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.
- Additional guided electives — 9 hours: to meet the 124 hours required for graduation.

MATHEMATICS EDUCATION

General Education Requirements

- Communication Skills — 9 hours: ENGL 1113, ENGL 1213 or EXPO 1213; COMM 1113 or 2613.
- U.S. History and Government — 6 hours: HIST 1483 or 1493; PS SC 1113.
- Biological Science — 4-5 hours: one course in the biological sciences, PBIO, MBIO, or BIOI. Course must include a laboratory component.
- Behavioral Science — 3 hours: one course chosen from ANTH, PSY or SOC from general education list.
- Arts and Humanities — 9 hours: any PHIL course from general education list; any course chosen from general education Artistic Forms, and HSCI 3013 or 3023.
- Contemporary World Culture — 3 hours: one course from one of the following areas on the general education list: American ethnic studies, economics, foreign language, geography, or world literature.
- Foreign Language — 0-10 hours: Two college-level courses in a single foreign language or proficiency (may be satisfied by successful completion of 2 years in a single foreign language in high school) and teacher candidates must demonstrate conversational skills at a novice-high level in a language other than English (may be satisfied by classical, modern, Native or American Sign Language).
- Non-Western Culture — 3 hours: HSCI 3313 or 3453 or 3483.
- Senior Capstone Course — EDSC 4533; satisfied under Professional Education requirements.

Professional Education

- EIPT 3011, 3043, 3473, 3483; EDS 4003; EDSP 3054; EDSC 4513, 4533, 4970; EDUC 4060.

Specialized Education

- Biological Sciences: BIOL 1124, 1134, 2013, 2124, 2913, 3113, 3333, 3403; CHEM 1315, 1415, 3053, 3152; PHYS 2414, 2424; GEOL 2014; GEOG 3253; BIOL/MBIO/PBIO 3990 or 4990, Independent Study, or select UOBS course approved by adviser; Electives — 1 hour: to be selected from subject area(s) in which certification is sought and is approved by adviser.
- Chemistry: BIOL 1114; CHEM 1315 and 1415 or 1425, 3005, 3064, 3164, 3653, 4023, 4333, 3900 or 4990; PHYS 2414 or 2514, 2424 or 2524; GEOL 2014; GEOG 3253; PSY 2003; Electives 4-9 hours chosen from CHEM 3421, 4243, 3521, 3523, 3753, 4033.
- Earth Science: BIOL 1114; CHEM 1315, 1415; PHYS 1205 or 2514 and 1311, 1215 or 2524 and 1321; ASTR 1514; GEOG 3253; GEOL 1024, 1114, 2014; METR 1014, 2603; METR/GEOL 4533; PSY 2003; GEOL/METR 3990 or 4990; electives 3 hours selected from ASTR 1523, 2513, GEO 3633, GIS 2023, 4133, 4553, or other course approved by adviser.
- Physics: BIOL 1114; CHEM 1315, 1415; PHYS 1205 or 2514 and 1311, 1215 or 2524 and 1321, 2203, 2303 or 3302, 3990 or 4990; ASTR 1504, 1514, GEOG 3253; GEOL 2014; GPHY 1103; PSY 2003; MATH 1823, 2423, 2433; electives 11-12 hours selected from ASTR 1523, 2513, 3103, GIS 2023, 4014, 4133, 4553; HSCI upper-division and adviser approved; MATH 2443, 3333, CS 1313 or 1323, METR 2013, 2011, or PHYS 1453.
- Physical Science: BIOL 1114; CHEM 1315, 1415, 1425, 3005, 4333, 3900, 4990; PHYS 2414 and 1311, 2424 and 1321, 3990 or 4990; ASTR 1504, 1514, GEOG 3253; GEOL 2014; GPHY 1103; PSY 2003; electives 9-14 hours selected from ASTR 1523, GEOG 3563, HSCI 2133, 2223, PHYS 1453.
**SOCIAL STUDIES EDUCATION**

General Education Requirements

- Communication Skills — 9 hours: ENGL 1113, ENGL 1213 or EXPO 1213; COMM 1113 or 2613.
- Mathematics — 3 hours: any Math course from approved general education list.
- U.S. History and Government — 9 hours: HIST 1483, 1493; PSC 1113.
- Science — 7 hours: one course in the biological sciences, PBIO, HES, MBIO or BIOL; 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.
- Behavioral Science — 6 hours: PSY 1113; PSY 2403 or 2603.
- Foreign Language — 0–10 hours: Two college-level courses in a single foreign language (may be satisfied by successful completion of 2 years in a single foreign language in high school) and teacher candidates must demonstrate conversational skills at a novice-high level in a language other than English (may be satisfied by classical, modern, Native or American Sign Language).
- Senior Capstone Course — EDSP 4121, 4134, 4144; satisfied under Specialized Education requirements.

Professional Education

- E IPT 3043, 3473, 3483; E DS 4003; ED SP 3054; ED SS 4553, 4563, EDUC 4080, and ILAC 4143.

Specialized Education

- HIST 1613, 1623, 3393, 3 hours of World History Electives; GEOG 1114, 2603; two courses chosen from P SC 2103, 2223, 2503, 2603, 3020, 3033, 3053, 3143, 3163, 3213, 3323, 3403, 3413, 3433, 3443, 3523, 3533, 3723, 3970, 4020; 9 hours American history Electives; 6 hours social science perspectives electives from economics, sociology, or psychology; 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); 4 additional elective hours to meet the 124 hour undergraduate minimum for graduation must be adviser approved with suggested elective GEOG 3633.

**SPECIAL EDUCATION**

General Education Requirements

- English — 12 hours: ENGL 1113, ENGL 1213 or EXPO 1213, ENGL 2000-level or higher (Core IV-AF); COMM 1113 or 2613.
- Mathematics — 12 hours: MATH 2213, 2223, and 6 hours of MATH courses chosen from general education approved list.
- Social Studies — 12 hours: HIST 1483 or 1493; P SC 1113; GEOG 1103 or 2603; Non-Western Culture — 3 hours: one course chosen from approved general education list (3000 level or above) and adviser approved.
- Science — 12 hours: one course in the biological sciences, PBIO, HES, MBIO or BIOL; 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.
- Behavioral Science — 6 hours: PSY 1113; PSY 2403 or 2603.
- Foreign Language — 0–10 hours: Two college-level courses in a single foreign language (may be satisfied by successful completion of 2 years in a single foreign language in high school) and teacher candidates must demonstrate conversational skills at a novice-high level in a language other than English (may be satisfied by classical, modern, Native or American Sign Language).
- Senior Capstone Course — EDSP 4121, 4134, 4144; satisfied under Specialized Education requirements.

Professional Education

- E IPT 3043, 3473, 3483; ED S 4003; ED SP 3054, 4121, 4134, 4144.

Specialized Education

- ED LT 3711, 3713; ED SC 4093; ED SS 3553, ED MA 3353 or 4233; E DS P 4013, 4023, 4033, 4043, 4053, 4063, 4072, 4083, 4093, 4103, 4112.

**Department of Educational Leadership and Policy Studies**

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**Faculty Roster**

Professors Forsyth, Garn, Laird, Maiden, Tan, Vaughn, Weber;
Associate Professors Adams, Covaleskie, Dancy, B. Edwards, Frick, Lim, Pasque; Assistant Professors Blackmon, K. Edwards, Gutierrez, Haslerig, Kim, Mackey, Navarro, Snyder, Urick, Vargas; Instructor: Mills

**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

Graduate Certificate Programs
- College Teaching

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. Students may obtain information about specific course requirements for each program area from the department office.

Specific program requirements are intended to provide excellence of preparation in the field of practice. General requirements within the program areas 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 36 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 Affairs
- Intercollegiate Athletics Administration
- Distance Learning and Education
- Workforce Learning 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 two- and four-year 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 enables students to become competitive candidates for entry-level to mid-level general administrative positions in a variety of higher education settings and positions.

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 Affairs
The student affairs concentration focuses on the connections between theory and practice related to college students. In this concentration, students are expected to connect theoretical and conceptual understanding of student affairs leadership, administration, and college student development to administrative practice through coursework, practica, and other experiences. Students are additionally expected to develop competency within the following general areas: diversity, social justice, student development, persistence, community college contexts, and/or student outcomes. This concentration prepares students to assume entry-level to mid-level administrative student affairs positions across college and university types. More specifically, students are prepared to assume leadership roles in such areas as student services, residence life, financial aid, counseling, Greek life, student activities, orientation, career placement, and student development.

Intercollegiate Athletics Administration
This concentration is philosophically embedded within the broader study of adult and higher education. As such, it reflects the realities of modern intercollegiate athletics programs within the context of the higher education setting. The curriculum is designed to provide a breadth of knowledge in higher education with specialized course work in intercollegiate athletics. Courses are taught by both regular faculty members and practitioners in the field. This concentration prepares students for careers in each of the main functional units of a contemporary intercollegiate athletics department.

Distance Learning and 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.

**Workforce Learning and Development**
The workforce learning 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 workforce learning 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 non-thesis 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, 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 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 Jeannine Rainbolt 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
- Distance Learning and Education
- Workforce Learning 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 or other practitioner fields in education. It is offered in a cohort format and is intended especially for those who are committed to a career in school administration. The Ph.D. program is individually tailored to support the needs, interests, and career aspirations of each student. Basic coursework in administrative and organizational theory, community, educational renewal and human relations, curriculum, supervision, finance, law, policy, politics, leadership, and evaluation is available. Doctoral study may be interdisciplinary so coursework and experiences from other departments and colleges are encouraged.

EDUCATIONAL STUDIES (EDS)
The Ph.D. program in educational studies prepares experienced educators for teaching and research positions in higher education or leadership roles in community and higher education. The program engages students in interpretive, normative, and critical research on children’s and adults’ education in diverse historical and cultural contexts, via the arts, humanities, or social sciences. Such research requires a broad, complex, and transformative view of teaching, learning, curriculum, and their myriad contexts, including gender, age, race, ethnicity, sexual orientation, and socioeconomic status. This interdisciplinary field brings together historical, philosophical, sociological, economic, legal, anthropological, and human relations approaches to understanding and evaluating the means and ends of education, past and present, actual and potential, especially for social justice. The program requires students to work closely with faculty to design their programs of study and residency plans so that they are tailored to each individual’s own professional purposes and social justice concerns.

Certificate Programs for Educational School Administrators

Administrative Officer
In Oklahoma, certificates in school administration are issued by the Oklahoma State Department of Education. Applicants must meet three criteria:
1. Two years of teaching experience;
2. A masters degree in Educational Administration and Curriculum Supervision and recommendation from the director of the educational professions division of the institution;
3. A passing score on the appropriate Oklahoma State Certification exams.

To receive a recommendation from the University of Oklahoma, students must complete all the requirements of the program and be favorably recommended by their advisor.

The curricula for teacher education are planned by committees of the EACS faculty. As listed in the following pages, these curricula satisfy the requirements for standard certificates in Oklahoma. For additional information concerning teacher education at the University of Oklahoma, inquiries should be addressed to the Director, Division of Teacher Education.

Graduate Student Organizations

Phi Delta Kappa is a national fraternity dedicated to the promotion of excellence in leadership, scholarship and service through the education profession. The University of Oklahoma chapter was established in 1921 and has operated continuously since that time. Membership, available to all graduate students without condition as to race, sex or ethnic origin, is based upon satisfactory performance at the graduate level, and the indication of potential in the furtherance of the objectives of the organization. Kappa Delta Pi, also a national fraternity that encourages the development of leadership in education, is open to graduate students as well as upper-division and undergraduates who have shown evidence of successful scholastic achievement.

Collings Hall
Department of Educational Psychology

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Faculty Roster

Counseling Psychology: Professors Newman, Robbins, Stoltenberg; Associate Professor Beesley, Frey, McWhirter; Assistant Professor Heddy.

Instructional Psychology and Technology: Professors DeBacker, Ge, Greene, Hardré; Associate Professors Bradshaw, Crowson, Cullen, Hennessey, Hong.

Special Education: Professors Gardner, Haring, Lovett, Martin; Associate Professor Brandes, Williams-Diehm.

Degrees Offered

- Master of Education
- Doctor of Philosophy

Master's Degree Programs

- Professional Counseling
- Instructional Psychology and Technology
- 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:

- 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;
- Provide service to the University and leadership to our respective disciplines at the state, regional and national levels;
- Be responsive to those opportunities for research, training and service occurring at the junctures of those disciplines within the department, and;
- Participate fully in those teacher-preparation and related educational programs, through which the Jeannine Rainbolt 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 at 3200 Marshall Avenue, Suite 100. The clinic functions as a mental health facility for Norman and surrounding areas with services provided by doctoral students in counseling psychology.

Graduate Certificate

The Applications of Educational Research and Evaluation Graduate Certificate provides a strong foundation in the techniques for conducting program evaluations using educational research, and offers a series of high quality online courses. A total of 12 hours are required for the degree, EIPT 5033, 5203, 5023, and 6073.

Master's Programs

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.

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.
PROFESSIONAL COUNSELING
This 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 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, 15 hours of additional coursework is required. This additional coursework is available to those who wish to meet LPC requirements.

INSTRUCTIONAL PSYCHOLOGY AND TECHNOLOGY
The program area in instructional psychology and technology offers three master’s degree options:
- Instructional Design and Technology
- Educational Psychology
- Teaching with Technology

The Instructional Design and Technology 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. Additionally, students can select electives that will prepare them to manage the design of advanced learning technologies and complex learning environments. Instructional Designers work with content experts to develop training and instructional programs in business, industry, or government. Students wishing to pursue doctoral work in instructional design and technology may also select electives providing the research foundations needed.

The Educational Psychology masters’ degree option develops expertise in the psychological foundations of learning and instruction. Within this option individuals may select elective courses that strengthen their effectiveness in instruction and assessment, or choose an emphasis focusing on the integration of instructional technology in their classroom teaching. Individuals may also select an emphasis that prepares people wanting to pursue a doctoral degree in the field of Instructional Psychology and Technology.

The Teaching with Technology master’s degree option is designed to develop technology leaders in schools by allowing classroom teachers to increase their skills in technology integration, technology leadership, and application of learning theory to all aspects of their teaching. Graduates of this program go on to be educational technology specialists, directors of one to one initiatives, and technology coaches in K-12 settings.

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 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, Quantitative, and Analytic), which are used along with other data as a basis for admission. Programs may impose admission requirements in addition to those set by the Graduate College and the department. The program area coordinator should be consulted for special program application requirements, and for annual admission application deadlines. A TOEFL of 550 or better is required for international students.

An advisory committee will be appointed by the graduate dean upon recommendation from the student’s area and the department chair and/or graduate studies committee in consultation with the student. The advisory committee will consist of a chairperson from the student’s major field, at least one faculty representative outside the Department of Educational Psychology and other members to total at least five. The “outside member” should be a regular graduate faculty member at the University of Oklahoma Norman campus. The advisory conference will determine the program of study that must be completed to qualify for the degree.

Upon completion of the majority of required coursework (exclusive of dissertation), the student must complete the General Examination. Prior to attempting the General Examination, a student must demonstrate proficiency in research methods. For more detailed descriptions of research proficiency procedures, contact the graduate liaison in the department. 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 Examinations. Failure to accomplish this may require the candidate to retake the General Examination.

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.
Department of Instructional Leadership and Academic Curriculum

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Internet: http://www.ou.edu/education/ilac.html

Faculty Roster
Professors Baines, Beach, P. Griffith, Horn, Houser, E. Marek; Associate Professors Etheridge, Lake, Reeder, Ruan; Assistant Professors Brugar, Conrady, Ford, Goolsby-Smith, Haslip, Henry, Hill, Laubach, Monroe, Thompson, Williamson; Instructor: Lynch; Director of Child Development: Giberti.

Purposes
Instructional Leadership and Academic Curriculum prepares teachers and other professionals for leadership roles in education-related settings; engages in critical inquiry through professionally recognized research and scholarship; and provides leadership to the profession and society.

Degrees Offered
- Bachelor of Science in Education
- Master of Education
- Doctor of Philosophy

Master's Degree Program Concentrations
- Early Childhood Education
- Elementary Education
- English/Language Arts Education
- Instructional Leadership
- Mathematics Education
- Natural Science (Interdisciplinary degree Jeannine Rainbolt College of Education and College of Arts and Sciences)
- Reading Education
- Science Education
- Science, Technology, Engineering, Mathematics (STEM) Education
- Secondary Education
- Social Studies Education
- World Languages Education

Doctoral Degree Program Concentrations
- Biomedical Education
- Early Childhood Education
- Elementary Education
- English/Language Arts Education
- Instructional Leadership
- Mathematics Education
- Reading Education
- Science Education
- Secondary Education
- Social Studies Education

Graduate Certificate/Certification Programs
- Communication, Culture and Pedagogy for ESL/ELL Populations in Educational Settings Graduate Certificate
- Elementary Mathematics Specialist Certification
- Reading Specialist Certification

Master's Programs

Requirements for the Master's Degree
Admission to master’s degree programs in Instructional Leadership and Academic Curriculum requires a minimum overall grade point average of 3.00 in undergraduate coursework. Applicants with grade point averages below 3.0 may apply for conditional admission. The master’s degree includes intensive preparation in an area of specialization and the completion of 6 hours in research.

Students who are not currently certified to teach may want to fulfill certification requirements as part of the program. Students seeking to combine certification with a master’s degree should consult with the faculty advisor.

Master's Degree Program Concentrations

Early Childhood Education
The early childhood education program increases the depth and breadth of understanding of developmental theory, curriculum, and instructional methodology for educating and caring for children from birth to age eight. Students explore current research and issues in the field.

Elementary Education
The elementary education program provides advanced professional education and specialized academic work designed to enhance the professional competence of teachers in grades PK-8.

English/Language Arts Education
The master’s concentration in English/language arts advances student understanding of English through teaching, curriculum, and research in literacy, language, composition, and literature.

Instructional Leadership
The master’s concentration in instructional leadership increases understanding of the multi-disciplinary nature of the field, including inter- and cross-disciplinary studies within and outside the department.

Mathematics Education
The mathematics education program promotes professional and scholarly growth in students’ understanding of mathematics learning and pedagogy from theoretical, research, and practical orientations, as well as provide leadership for the community of mathematics educators.

Reading Education
The reading education program fosters 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 below.

Science Education
Central to the master’s concentration 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.

**Science, Technology, Engineering, Mathematics (STEM) Education**

The master’s concentration in STEM education provides students who hold a B.S., M.S., or Ph.D. degree in science, technology, engineering or mathematics (STEM) the opportunity to earn an M.Ed. degree in STEM education with a specialization track in teaching at either the secondary (middle school, junior high school, or high school level) or the postsecondary (college or university) level. Students will select either a science education or a mathematics education focus. The Secondary Education track can lead to certification in the State of Oklahoma.

**Secondary Education**

The concentration in secondary education provides advanced professional education and specialized academic work designed to enhance the professional competence level of teachers in secondary schools.

**Social Studies Education**

The master’s concentration in social studies education advances student understanding in social studies teaching and content in elementary and secondary education.

**World Languages Education**

With its flexible structure, the World Languages Education program serves: 1) certified teachers of world languages who wish to enrich their knowledge of research, theory, and best practice; 2) students with a demonstrated competency (such as a bachelor’s degree or native fluency) in a language who wish to pursue a master’s degree and teaching certification; 3) students seeking to become teachers of English as a Foreign Language (EFL) in international settings; and 4) teachers seeking to build expertise in instructing English Language Learners (ELLs) in American classrooms.

**Graduate Certificate/Certification Programs**

**Communication, Culture and Pedagogy for ESL/ELL Populations in Educational Settings Graduate Certificate**

The graduate certificate in Communication, Culture, and Pedagogy for (ESL/ELL) Populations in Educational Settings provides educators and administrators with the tools to better educate the growing non-native, English speaking populations in their schools. The focus of the program addresses the knowledge gap educators’ face in communication and cultural issues which represent the two greatest barriers for ESL/ELL students and their families. The goal of the program is to incorporate knowledge of communication and culture with pedagogical practices which will both engage and acculturate students in the classroom, school and community.

**Elementary Mathematics Specialist Certification**

The mission of the Elementary Mathematics Specialist certification is to facilitate educators in becoming highly qualified elementary specialists to serve PK-6 schools in effective and fulfilling ways. Candidates deepen their 1) PK-8 mathematics content knowledge, 2) specialized content knowledge needed to understand and support student learning of elementary mathematics, 3) foundational understanding of pedagogical content knowledge, 4) ability to be an effective mathematics leader who is skilled in planning, developing, and implementing, high quality instruction in mathematics, and 5) ability to plan, develop, implement and evaluate professional development through mentoring, coaching, and consultation with colleagues.

**Reading Specialist Certification**

The requirements for certification as a Reading Specialist include:
- Standard Oklahoma Teaching Certificate.
- Completion of a master’s degree in reading education.
- Compilation of a portfolio demonstrating mastery of the Oklahoma Competencies for certification as a Reading Specialist.
- Passing score on the state certification examination for Reading Specialists.

**Doctoral Programs**

**Requirements for the Doctoral Degree**

Doctoral programs in Instructional Leadership & Academic Curriculum prepare students for faculty positions in colleges and universities; positions in curriculum, instruction, and assessment in schools; and for jobs in research and curriculum design in public or private institutions. The program requires the completion of a professional core, a minimum of 12 hours of research, and concentrated study in an area of specialization.

Admission to doctoral study requires a minimum 3.25 grade point average on previous graduate work. To apply, students should provide the following:
- a brief overview of experience,
- a statement describing interest in a particular concentration and career objectives,
- a sample of writing (perhaps a piece of published writing, an old research paper, or an abstract of the thesis),
- recent GRE scores (five years old or less), and
- three letters of reference.

For international students, a 79/550 TOEFL or 6.5 IELTS are the minimum acceptable scores for admission.

No minimum requirement for Graduate Record Examination general test scores (verbal, quantitative and analytic) has been established. Program faculty consider all parts of an application when making an admissions decision. A student may be accepted into a doctoral program only after the application is complete and the student has been accepted by the program area.

Faculty in ILAC are engaged in a variety of significant writing, research, and service projects, and often invite the participation of graduate students in these projects.
Gallogly College of Engineering

107 Carson Engineering Center
Norman, OK 73019-1021
Phone: (405) 325-2621
FAX: (405) 325-7508
Internet: http://coe.ou.edu/

- School of Aerospace and Mechanical Engineering
- Program in Biomedical Engineering
- School of Chemical, Biological and Materials Engineering
- School of Civil Engineering and Environmental Science
- School of Computer Science
- School of Electrical and Computer Engineering
- Department of Engineering
- Program in Engineering Physics
- School of Industrial Engineering

Administrative Officers

Thomas L. Landers, Ph.D., Dean of the College of Engineering
James J. Sluss, Jr., Ph.D., Senior Associate Dean
John Antonio, Ph.D., Associate Dean for Academic Affairs
Theresa M. Marks, Assistant Dean for Academic Student Services

School Directors

M. Cengiz Altan, Ph.D., Interim Director, School of Aerospace and Mechanical Engineering
David Schmidke, Ph.D., Director, Biomedical Engineering Program
Brian Grady, Ph.D., Director, School of Chemical, Biological and Materials Engineering
Randall Kolar, Ph.D., Director, School of Civil Engineering and Environmental Science
Sridhar Radhakrishnan, Ph.D., Director, School of Computer Science
J.R. Cruz, Ph.D., Director, School of Electrical and Computer Engineering
Michael Santos, Ph.D., Chair, Engineering Physics Program
Randa L. Shehab, Ph.D., Director, School of Industrial Engineering

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 1,800 undergraduate students and 500 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.

Faculty

The University of Oklahoma will celebrate its centennial of engineering education in the 2009-10 academic year. As the Gallogly College of Engineering completes its first hundred years and looks forward to the next, the faculty is dedicated to excellence in carrying out the University mission of teaching, research and service. The faculty are drawn from many of the nation’s leading universities, including University of California, Georgia Tech, MIT, Rice, and Yale, to name a few. Over one in four faculty members in the college hold an endowed chair or professorship, and one in five hold Presidential Professorships. Four hold University of Oklahoma David Ross Boyd Professorships and eight hold George Lynn Cross Research Professorships. Many of them are recognized as Fellows of national professional societies. In addition, several of the faculty members advise student organizations, including design teams that compete at the championship level in national and international competitions.

Facilities

The main Gallogly 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, and industrial engineering. Felgar Hall houses laboratories and facilities for aerospace and mechanical engineering, the Engineering Library, and the Williams Student Services Center (WSSC). Sarkeys Energy Center houses chemical engineering and the bioengineering program. Devon Energy Hall has classrooms, team and forum rooms, and laboratories for computer science, computer engineering, and electrical engineering. The Exxon-Mobil Engineering Practice Facility houses competition teams, student leadership center, Information Technology (IT), Sooner Engineering Education Center (SEED), and is the home for engineering outreach. Every year, thousands of K-12 students visit the facility to observe engineering students design, build, and test their projects, as well as work with engineering students on a variety of hands-on projects. The Stephenson Research and Technical Center, located on the Research Campus, houses additional offices and labs for the bioengineering program. 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 fieldwork. 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 Gallogly 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, IT, or the Williams Student Services Center (WSSC) 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 begin to utilize this technology from the time they arrive 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 computers more than others, and some may not require them in class at all. However, if an instructor does require a laptop in class, it is the student’s responsibility to have one. See Engineering Technology for more information.

Williams Student Services Center (WSSC)

Phone: (405) 325-4096
John Antonio, Associate Dean for Academic Programs
Susy Calonkey, Assistant to the Associate Dean
Theresa Marks, Assistant Dean for Academic Student Services
Tiffany Smith, Coordinator of Engineering Student Life
Lisa Morales, Director of Diversity and MEP
Tafara Cameron, Assistant Director of Diversity and MEP
Jana Jacobs, Associate Director of Advising
Jeannine Desmarais, Senior Academic Counselor
Clint Hardesty, Senior Academic Counselor
Brandon Crow, Academic Counselor
D’Juana Blakely, Senior Staff Assistant
Stephanie Deal, Staff Assistant
Jackie Foos, Director of Engineering Recruitment and Outreach
Jimmy Cannon, Practice Facilities Coordinator & Competitions

Strategy for Academic Excellence

The goal of the faculty, staff, and advisers of the Gallogly College of Engineering is to provide our students a transformative experience through learning, discovery, and innovation. Our vision is to provide world class student support services that empower our students to become the most sought after engineering graduates in the nation. This is accomplished by attracting a talented and diverse student body; empowering them to transform quality of life through a life-changing educational learning experience; and a world-changing discovery and innovation experience through research and development.

Strategies to make this vision a reality include:
• Enhancing the undergraduate learning experience through excellence in teaching and mentoring, educational innovations, and creativity in the knowledge delivery process.
• Enhancing the graduate learning experience through improvements in curricula, experiential learning, research, and technological innovations.
• Recruiting and fostering an outstanding and diverse college community.
• Developing a nationally and internationally prominent and high-impact research program through enhanced partnerships, strategic focus, interdisciplinary research, and scholarship.

Engineering Undergraduate Programs

SCHOOL OF AEROSPACE AND MECHANICAL ENGINEERING
• Bachelor of Science in Aerospace Engineering
• Bachelor of Science in Mechanical Engineering
• 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
• 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
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Gallogly College of Engineering

• Bachelor of Science in Civil Engineering
• Bachelor of Science in Environmental Engineering
• Bachelor of Science in Environmental Science
• Accelerated BS/MS in Architectural Engineering/Civil Engineering
• Accelerated BS/MS in Civil Engineering
• Accelerated BS/MS in Environmental Engineering
• Accelerated BS/MEES in Environmental Science
• Minor in Environmental Science

SCHOOL OF COMPUTER SCIENCE
• Bachelor of Science in Computer Science
• Accelerated BS/MS in Computer Science
• Accelerated BS in Computer Engineering/MS in Computer Science
• Minor in Computer Science
• Minor in Computational Technology

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 and Computer Engineering
• Accelerated BS/MS in Electrical Engineering/Electrical and Computer Engineering
• Minor in Electrical and Computer 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 AND SYSTEMS ENGINEERING
• Bachelor of Science in Industrial and Systems Engineering
• Accelerated BS/MS in Industrial and Systems Engineering
• Accelerated BS/MBA in Industrial and Systems Engineering/Business Administration
• Accelerated BS/MS in Information Technology

Accreditation of Programs
The following programs are accredited by the Engineering Accreditation Commission (EAC) of ABET [http://www.abet.org]: 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 (CAC) of ABET, [http://www.abet.org].

Admission to the College
Students must be admitted to the University of Oklahoma before they are accepted into the Gallogly College of Engineering. Inquiries concerning admission to the University should be directed to: Office of Admissions & Recruitment, University of Oklahoma, 1000 Asp Avenue, Room 127, Norman, OK 73019-4076. [http://www.ou.edu/admissions/home.html] (Please refer to the “Admissions, Enrollment, and Student Financial Services” section of the catalog for detailed information on admission to the University.) 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.

The School of Aerospace and Mechanical Engineering has requisite course and additional grade point average requirements. For details see the individual school sections of this catalog.

Scholastic, Transfer and Special Regulations
The Gallogly College of Engineering subscribes to the grading practices and policies in effect at the University of Oklahoma. After admission, students should be aware of the following information and resources:

• Students may check transfer equivalencies in the transfer equivalency database through [http://www.ou.edu/content/admissions/transfer_equivalencies.html].
• Students should visit the Williams Student Services Center (WSSC), 112 Felgar Hall, to determine exactly how their transfer credits apply to their College of Engineering degree program. For more information, see: [http://www.ou.edu/content/coe/wssc.html].
• Pass/No Pass course enrollments may not be used to satisfy Gallogly College of Engineering course requirements. (Note: S/U graded courses are not the same as Pass/No Pass. S grades are permitted to count toward course requirements.)
• 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.)
• A minimum grade of C is required for every course (and its prerequisites) required for the degree.
• The School of Aerospace and Mechanical Engineering has additional grade point average and course requirements. For details, see the School of Aerospace and Mechanical Engineering sections in this chapter of the catalog. Likewise, there are additional grade point average requirements for those students in accelerated degree programs. Please consult the graduate program liaison in any specific engineering program for details.
• The University of Oklahoma limits students to five (5) drops with grade of W during their undergraduate career. Once a student reaches this maximum number of W grades, he/she will not be allowed to drop any courses after the two-week “free drop” period. After the five-drop limit has been reached, students with extreme, extenuating circumstances may apply for an exception to the limit on W grades through the Office of the Provost. Because complete withdrawals often stem from extenuating circumstances, complete withdrawals will not be counted against the five-drop limit.
• The University of Oklahoma adheres to the Academic Forgiveness Policy instituted by the Oklahoma State Regents for Higher Education that allows students, under certain circumstances, to have courses removed from the calculation of the retention grade point average. This policy consists of
three components: the repeat policy, the reprieve policy, and the renewal policy. See the Academic Records portion of this catalog, under the heading Academic Forgiveness Policy for details.

ACADEMIC PERFORMANCE

ACADEMIC NOTICE

A student, who falls below a 2.00 grade point average (GPA) during any given semester is on Academic Notice, and may remain on academic notice until such time as their academic performance improves, or they a placed on Academic Contract (see below).

Students on Academic Notice will have a College stop placed on their enrollment and will be required to meet with a College academic advisor on a monthly basis.

ACADEMIC CONTRACT

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 major, combined or OU retention grade point average that falls below 2.00 is on academic performance contract. Students on contract may be denied enrollment privileges in upper-division major courses and/or pre-enrollment for following semesters. The OU and/or combined retention GPA must be at least a 2.00 or greater after one semester or the student will be dismissed (stopped out), from the College of Engineering.

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 “C” grade. These students must take the course the next time it is offered and must complete it with a grade of “C” or better, otherwise the student will be permanently dismissed (stopped out), from the Gallogly College of Engineering.

A student who has taken a curricular course twice and not completed it with a minimum “C” the third time it is taken, the student is dismissed (stopped out) from the Gallogly College of Engineering.

ENROLLMENT STOPS AND READMISSION

Students on academic performance contract who fail to bring their OU and/or combined GPA to a 2.0 after one semester will have an enrollment stop placed on their academic record by the Gallogly College of Engineering. A student who has taken a curricular course twice and not completed it with a minimum "C" grade is on contract. (Note: If the first attempt is a W, AU, I or AW it does not count against the student; a subsequent W, AU, I or AW for the same course does count as a failed attempt. Incomplete grades are granted for students who miss the final few weeks of class due to extenuating circumstances.) If the student does not earn a minimum grade of C the third time it is taken, the student is dismissed (stopped out) from the College. A student who has been dismissed (stopped out) from the Gallogly 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 will 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 Gallogly College of Engineering courses is not allowed.

A student who has been dismissed (stopped out) from the Gallogly 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. For more information, see: [Website Link]

HONOR ROLL

To be eligible for the Gallogly College of Engineering Dean’s Honor Roll, a full-time undergraduate student must earn at least 12 or more hours 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 Academic Records and the information will be directed to the student’s college dean.

The Gallogly 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 Gallogly 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

During the fall and spring semesters, students are sent a weekly E-newsletter by the Williams Student Services Center. Additional information is available on the Williams Student Services Center.
home page (http://www.coe.ou.edu/wssc/) and/or in the respective school offices within the College.

**Enrollment Information**

**CREDIT HOUR LOAD**

Limits on the number of credit hours a student may enroll in each semester without special permission can be obtained from the OU Enrollment Services Office, Buchanan Hall room 230 or by visiting their website.

**ADVISEMENT**

All students in the Gallogly College of Engineering are assigned a faculty adviser in their major field, and a college (WSSC) adviser who ultimately clears the student for graduation. If a student has not yet selected a specific engineering field, he/she will see an adviser in the Williams Student Services Center. Students risk delaying their graduation if they do not make a timely selection of a major. Students must be advised each semester by a faculty adviser in order to be cleared for enrollment. The Gallogly College of Engineering does not permit “self-advising.” All engineering transfer students must meet with a college (WSSC) adviser and faculty adviser before enrollment into their first semester at OU.

**ENROLLMENT IN UPPER-DIVISION COURSES**

Enrollment in upper-division Gallogly 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 Gallogly 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 Gallogly College of Engineering are welcome in advanced courses if they have completed 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 (WSSC), 112 Felgar Hall.

**ENROLLMENT LIMITATIONS**

- Pass/No Pass course enrollments may not be used to satisfy Gallogly College of Engineering course requirements.
- Engineering students may not proceed in their major courses until they have achieved a minimum grade of C in all prerequisites. All required courses listed on the official University of Oklahoma degree checklist for any engineering major must be completed with a grade of C or better. See Engineering Degree checklists for more information.
- 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 a course required in all curricula in the College of Engineering, the student will receive a permanent Enrollment Stop from the Gallogly College of Engineering (Note: The first W, I AU, or AW is not counted in the “three attempts” rule. If the course is taken unsuccessfully three times and is required **only** in the major, the possibility of a student continuing in the Gallogly College of Engineering in a different major will be determined on an individual basis.
- When courses are repeated, the grade of the last attempt is the grade of record.

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**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. Students are encouraged to attend summer school to address deficiencies in math and science.

All undergraduate students majoring in a professional engineering program of the College of Engineering must satisfactorily complete the curriculum outlined on the official degree checklist. Engineering degree checklists are also available in the Williams Student Services Center (WSSC), 112 Felgar Hall.

Students with engineering undecided majors are guided and encouraged to decide on a specific engineering major prior to the completion of 24 semester hours.

**CORE PROGRAM**

Most engineering curricula within the Gallogly 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 1914, 2924, and 2934) 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
  - 1914, Differential and Integral Calculus I
  - 2924, Differential and Integral Calculus II
  - 2934, Differential and Integral Calculus III
- 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:
    - Freshman Engineering Experience, or Engineering Orientation Experience for Transfer Students

**Professional Development**

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 Gallogly College of Engineering students are required to satisfy the University-wide General Education course requirements. Courses must be chosen from five areas. Students who have completed a non-technical Associates degree from within the Oklahoma State System of Higher Education, or an accredited bachelor’s degree from any institution may have select courses or exemptions from certain of the following General Education Requirements. Students in the College of Engineering should check
with an adviser in the Williams Student Services Center (WSSC), 112 Felgar Hall for further information.

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 Gallogly 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 American Federal Government and U.S. History, plus an additional four courses, three hours each, which must be chosen, one each, from four areas: (1) Social Sciences; (2) Understanding Artistic Forms; (3) Western Civilization and Culture; and (4) Non-Western Culture. General education requirements state that one of these four courses must be taken at the upper-division level and outside the student’s major. 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 in the student’s major. The capstone course must be taken at OU.

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 (WSSC).

College of Engineering — Any changes to a student’s outlined 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. Contact the Williams Student Services Center (WSSC), 112 Felgar Hall for details.

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 (WSSC), in accordance with current University and College policy.

Minors

Within the Gallogly College of Engineering, the School of Computer Science offers a minor in Computer Science, and Computational Technology, the School of Electrical and Computer Engineering offers a minor in Electrical and Computer Engineering, and the School of Civil Engineering and Environmental Science offers minors in Environmental Science and Water and Sanitation for Health and Sustainable Development. In addition, engineering students may complete minors in other Colleges at OU — such as math, chemistry, entrepreneurship, etc. — and these will be posted on the transcript after graduation.

For details of the minors available from within the College, students should check with the Williams Student Services Center (WSSC), 112 Felgar Hall. For other minors, students should check with the college which offers the minor for specific requirements and declaration of the minor.

Students who have been stopped out of the Gallogly College of Engineering for academic reasons are not allowed to enroll in engineering courses while in stop out status. For this reason, students dismissed (stopped out) of the College of Engineering for academic reasons will be ineligible to pursue the minors offered by Schools in the Gallogly College of Engineering.

BS/MS Accelerated Degree

Several engineering programs offer accelerated BS/MS degrees.

- Bachelor of Science in Aerospace Engineering and Master of Science (in Aerospace Engineering)
- Bachelor of Science in Architectural Engineering and Master of Science (Civil Engineering)
- Bachelor of Science in Chemical Engineering and Master of Science (in Bioengineering)
- Bachelor of Science in Chemical Engineering and Master of Science (in Biotechnology)
- Bachelor of Science in Chemical Engineering and Master of Science (in Chemical Engineering)
- Bachelor of Science in Civil Engineering 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 and Computer Engineering)
- Bachelor of Science in Computer Science and Master of Science (in Computer Science)
- Bachelor of Science in Electrical Engineering and Master of Science (in Electrical and Computer Engineering)
- Bachelor of Science in Environmental Engineering 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)
The student must satisfy the following requirements:

- Bachelor of Science in Mechanical Engineering (Standard Option) and Master of Science (in Mechanical Engineering)

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 programs or contact Williams Student Services Center (WSSC) at (405) 325-4096.

**Graduation Requirements**

The student must satisfy the following requirements:

- **Curricular Courses:** complete all prescribed curricular courses or equivalent courses as approved by the faculty with a minimum grade of C in each course.
  - Students graduating from a program accredited by the Engineering Accreditation Commission of ABET ([www.abet.org](http://www.abet.org)) must complete 37.5% or 48 hours of engineering and 25% or 32 hours of combined mathematics (at the calculus level or above), physics, chemistry, or other science coursework.
  - Students graduating from a program accredited by the Computing Accreditation Commission of ABET ([www.abet.org](http://www.abet.org)) must complete a minimum of 40 hours in computing, 15 hours of mathematics and 30 hours of combined mathematics and science coursework with some exposure to laboratory work.

- **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.

- **Degree Requirements:** fulfill all requirements listed on the [official degree checksheet](#). Gallogly College of Engineering academic advisors in the Williams Student Services Center (WSSC) clear undergraduate degrees and encourage consultation remaining degree requirements. However, responsibility for meeting graduation requirements lies with the student.

- **Be in good academic standing with the College and the University.**

- **Make application for the degree by the deadline date for the semester in which the student plans to graduate.**

- **To insure that the above conditions will be met, students are encouraged to request a degree check by completing the Graduation Check form in the Williams Student Services Center (WSSC). This action should be taken at least two semesters before the student expects to graduate. The student can access his/her degree audit at any time online through Degree Navigator ([degree.ou.edu](http://degree.ou.edu)).**

- **Residence Requirements** — to be recommended for a degree, a candidate must have:
  - spent two semesters or the equivalent in residence, with at least one semester enrolled as a College of Engineering student;
  - completed at OU 36 of the hours listed in the junior and senior years on their curriculum checksheet, 24 of these 36 hours must be in the major field;
  - 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.

- **Three categories of degrees are offered in the Gallogly College of Engineering as follows:**
  - **Bachelor of Science:** the Gallogly College of Engineering is organized into departments and schools. The degree of Bachelor of Science is qualified by the name of the engineering field pursued and is conferred upon graduates of the College.
  - **Distinction:** the College 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.
  - **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:

- A minimum grade of C in each course required in the curriculum.
- Both an OU retention and a combined retention grade point average of 2.00 or higher.*
- A 2.00 minimum combined retention average for all attempted courses to satisfy curriculum requirements. Curriculum requirements include each and every course on the selected degree requirement sheet.*
- A 2.00 minimum OU retention average for all courses attempted at the University of Oklahoma used to satisfy curriculum requirements.*
- A 2.00 minimum OU and combined retention average in all courses taken in the major field. Major field is defined by the degree field selected. The major field is defined by the degree program selected.*

*Note: Specific accelerated degree programs within the Gallogly College of Engineering may require a higher minimum grade point average. Please contact Williams Student Services Center (WSSC) 112 Felgar Hall for specific requirements.
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.

The time required to complete an engineering degree program as a Co-op student will be longer than the usual eight semester program. (Caution: Major courses in several CoE degree programs are sequential and offered only one time per year.) For further information and application forms contact the Co-op Coordinator at Career Services, Suite 323 Oklahoma Memorial Union, (405) 325-1974.

ENGINEERING SOCIETIES AND CLUBS
It is important that the student have opportunities to learn leadership skills, organizational skills and 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 Electrical and Electronic Engineers, 1912;
- American Society of Civil Engineers, 1912;
- American Society of Mechanical Engineers, 1914;
- Loyal Knights of Old Trusty, 1920;
- Society of Petroleum Engineers, 1933;
- American Institute of Chemical Engineers, 1935;
- Society of Automotive Engineers, 1938;
- 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 Engineering Society, 1977;
- National Society of Black Engineers, 1979;
- Association for Computing Machinery, late 1970s;
- Triangle Fraternity for Scientist, Engineers and Architecture, 1983;
- Society of Manufacturing Engineers, 1984;
- Society of Hispanic Professional Engineers, 1985;
- Institute for Operations Research and the Management Sciences, 1990;
- Environmental Science Student Association, 1992;
- Human Factors and Ergonomics Society, 1993;
- Alpha Sigma Kappa, 1997;
- OU Robotics Club, 1999;
- Engineering Leadership Roundtable, 2001;
- Deans Leadership Council, 2002;
- Biomedical Engineering Society, 2002;
- E-1 (First Year Engineering Club), 2004;
- Game Developer’s Association, 2004;
- Computer Science Graduate Student Association, 2005
- Engineers Without Borders, 2005;
- Architectural Engineering Institute, 2007;
- Society of Asian Scientists and Engineers, 2007;
- Sooner Without Borders, 2011;
- E-Moms and Dads, 2009;
- Society of American Military Engineers, 2009
- Computer Programming Team

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 provide a social network to promote better fellowship among students, faculty, alumni, and professional engineers and to increase the future engineers’ knowledge of engineering in all of its phases — communication,
organization, and participation, as well as training in technical matters.

The main events of the club include an annual welcome-back-to-school and new student Fall Festival/New Engineers Welcome, Engineering Career Fair, Fall Leadership Retreat, University of Oklahoma Homecoming competitions, Gallogly College of Engineering Open House for Oklahoma high school students, Winter Ball, many activities and festivities throughout National Engineer’s Week.

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 Gallogly 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 Asian Scientists and Engineers, Society of Black Engineers and 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 Gallogly 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 Gallogly 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, 1919, 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 civil engineering.

INTERNSHIPS

The Gallogly 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 (WSSC) and the OU Career Services office work to facilitate this process.

DIVERSITY AND INCLUSION PROGRAM

Diversity and Inclusion Program is designed for the recruitment and retention of students who contribute to the diversity of the Gallogly College of Engineering. The program provides services primarily for underrepresented populations, which include Women, African American, Hispanic, American Indian, and Pacific Islanders. In our efforts to broaden participation in engineering, we consider first generation college students and students from rural communities as student groups needing additional mentoring and support in order to persist and succeed in the college. The College recognizes that the groups mentioned above do not define an exhaustive list of underrepresented groups. Hence all are initiatives and programs are open to all engineering students. The students expressing desire to be included in Diversity and Inclusion Programs are also expected to be active in the program activities in order to receive the most benefit from the programs.

Multicultural Engineering Program (MEP) provides mentoring and support to engineering students who are underrepresented in the College. The group includes African American, American Indian, Hispanic, Pacific Islander, First Generation College students and students from rural areas. The program is inclusive and does not turn any student away who wants to be a member of the MEP. The program creates a smaller community within the College where students feel comfortable bonding with each other and the support staff. MEP is here to help all students reach their academic potential while adapting to an ever-changing, culturally diverse world by creating opportunities for students to connect across cultures and backgrounds. 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 Gallogly College of Engineering encourages students to participate in Study Abroad opportunities. The College coordinates three programs specifically for engineering students. For specific information contact Williams Student Services Center (WSSC), 112 Felgar Hall.

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. See Education Abroad for more information.

Scholarships and Financial Aid

Students with majors in the Gallogly 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 Admissions & Recruitment, (405) 325-2151, or 1-800-234-6868, or online through the OU Financial Aid Services website.

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 Gallogly 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 the OU universal freshman admissions and scholarship all-in-one (online) application form to be considered for any scholarship the Engineering Dean's Office has available through the Distinguished Scholars Program.

Transfer students should fill out the OU universal transfer admissions and scholarship all-in-one (online) application form to be considered in the centralized application process for any scholarship the Engineering Dean's Office has available for transfer students.

Sophomores, juniors and seniors should apply through the school of their major to be considered for any scholarship the Dean's Office has available.

Students entering the University should also explore scholarships offered by their hometown, civil service, fraternal, and industrial organizations. Contact the Office of Financial Aid Services for all need-based aid.

**School of Aerospace and Mechanical Engineering**

M. Cengiz Altan, Ph.D., Director  
Kuang-Hua Chang, Ph.D., Graduate Liaison  
212 Felgar Hall  
Norman, OK 73019-1052  
Phone: (405) 325-5011  
FAX: (405) 325-1088  
Internet: http://www.ou.edu/coe/ame.html

**Faculty Roster**

**Aerospace Engineering:** Professors Gollahalli, Gramoll, Miller, Mistree, Parthasarathy, Stafford, Striz; Associate Professor Attar, Vedula; Assistant Professors Bairaktarova, Hawa, Liu.

**Mechanical Engineering:** Professors Altan, Chang, Gan, Gollahalli, Gramoll, Lai, Miller, Mistree, Parthasarathy, Siddique, Stafford, Striz; Associate Professors Baldwin, Merchant-Merchant, Saha; Assistant Professors Hawa, Garg, Liu, Song.

**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 and unmanned aerial vehicles. 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.

The aerospace and mechanical engineering curricula are designed to prepare the student either 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, http://www.abet.org)

Program Educational Objectives

Our graduates will have successful professional careers in industry, government, academia or non-profit organizations.

Our graduates will be successful in solving the engineering problems associated with the lifecycle of complex systems.

Our graduates will continue to learn and advance their careers through activities such as participation in organizations, attainment of professional certification and post-graduate study. Approved by AME faculty on January 14, 2010. These Program Educational Objectives are published online at: http://www.ou.edu/content/coe/ame/about_ame/objectives_outcomes.html.

This program requires a minimum of 123 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 OU Engineering degree requirements.

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 Gallogly 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, http://www.abet.org)

Program Educational Objectives

Our graduates will have successful professional careers in industry, government, academia or non-profit organizations.

Our graduates will be successful in solving the engineering problems associated with the lifecycle of complex systems.

Our graduates will continue to learn and advance their careers through activities such as participation in organizations, attainment of professional certification and post-graduate study. Approved by AME faculty on January 14, 2010. These Program Educational Objectives are published online at: http://www.ou.edu/content/coe/ame/about_ame/objectives_outcomes.html.

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 OU Engineering degree requirements.

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 Gallogly 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—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.
This program requires a minimum of 133 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 OU Engineering degree requirements.

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).

Pre-med students should consult their pre-med adviser as well as their Mechanical Engineering adviser for necessary medical school information.

All Gallogly 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 aeroservoelasticity; aerospace structures; structural and multidisciplinary design optimization (MDO); flight controls; aerodynamics; propulsion; combustion and flame dynamics; multiphase flows; non-equilibrium flows; computational methods; aeroelasticity; 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® model flight testing, multi-channel neural recording and stimulation, autonomous unmanned vehicles, telemetry and differential GPS systems, MEMS design, BioMEMS design and micro fluids design. These laboratories are equipped with modern instrumentation and dedicated data acquisition systems. 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, and the Biomedical Engineering Center.

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 36 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 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. The Bachelor of Science portion of the program is accredited by the Engineering Accreditation Commission of ABET, http://www.abet.org. 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:

to have completed an appropriate master's degree at the University of Oklahoma or elsewhere, or,
to have otherwise demonstrated very strong academic abilities and research potential.

Prospective doctoral candidates are expected to start preparing for their general examination, which consists of both a written and oral portion, during the final semester of coursework and all Tools of Research have been completed with a grade of B or better. Students who enter the program with a Bachelor's degree are expected to complete the general exam within 5 calendar years of first enrollment in a graduate course counted towards the doctoral degree. Students who enter the program with a Master's degree are expected to complete the general exam within 4 calendar years of first enrollment in a graduate course counted towards the doctoral degree.

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 Biomedical Engineering

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Internet: http://www.ou.edu/content/coe/biomedeng.html
email: oubc@ou.edu

Faculty Roster

Professors K-H. Chang, Gan, Harrison, Liu, D. Miller, O’Rear; Associate Professors Fagg, Nollert, Schmidtke, Sikavitsas; Assistant Professors Ding, Heinzelman, Starly; and participating faculty from the Gallogly 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 pharmaceuticals, immunology, imaging, implantable devices, software development, and tissue 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 Schools of Aerospace and Mechanical Engineering (AME), Chemical, Biological, and Materials Engineering (CBME), Computer Science (CS), Electrical and Computer Engineering (ECE), and Industrial Engineering (IE), along with the University of Oklahoma Health Sciences Center (OUHSC) and the Oklahoma Medical Research Foundation (OMRF). New faculty members have been added to the Schools to expand research and teaching in bioengineering specialties. The graduate program emphasizes an interdisciplinary education designed to increase biological knowledge as well as the use of engineering analysis and techniques.

The facilities for OUBC are located in the buildings of the participating schools, Carson Engineering Center, Devon Energy Hall, 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 offices and facilities are now available with the completion of Devon Energy Hall and the Engineering Practice Facility.

All full-time faculty hold doctorates from such leading universities as Buffalo, Cornell, Drexel, Illinois at Urbana, Iowa, Massachusetts Institute of Technology, Memphis, Minnesota, Rice, Southern California, Texas, Wisconsin, Worcester Polytechnic, and Yale.

BIOMEDICAL ENGINEERING

Biomedical engineering is the use of engineering principles of analysis and design, and technologies to solve problems in medicine and biology. The goal of biomedical engineering research is to understand living systems and develop new and improved devices and products for medicine and biology. Faculty work on important problems related to the treatment of cancer, heart disease, diabetes, otitis media, and other diseases and conditions. Research in biomedical engineering 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 biomedical engineering 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 MD./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 biomedical engineering 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.

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 http://www.ou.edu/coe/ame, or Industrial and Systems Engineering (ISE) web pages at http://www.ou.edu/content/coe/ise.html, 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 http://www.ou.edu/content/coe/cbme.html. 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 Biomedical Engineering 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.

**Graduate Study**

**Areas of Specialization**

The faculty of the OU Biomedical Engineering 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. For example, finite element computer models and laser doppler interferometry help researchers understand the mechanics of the ossicles and cochlea in conditions like otitis media with effusion. Several faculty members and their students are designing devices that can be implanted into the body to improve hearing or biosensors that incorporate nanotubes to sense the level of sugar in the blood of diabetic patients. We have a very active program in tissue engineering including 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 targeting agents to kill cancer cells. Work is underway applying computational fluid dynamics to understand how renal artery aneurysms contribute to hypertension. 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.

**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 have taken at least one college biology course and one college organic chemistry course. A student with an undergraduate degree in the sciences 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.

**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 pursing 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 http://www.ou.edu/content/coe/biomedeng.html 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://mdphd.ouhsc.edu.
School of Chemical, Biological and Materials Engineering

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Faculty Roster

Professors Bagajewicz, Grady, Harrison, Harwell, Jentoft, Lobban, O’Rear, Papavassiliou, Resasco, Shambaugh; Associate Professors Nollert, Sikavitsas, Striolo; Assistant Professors Crossley, Heinzelman; Dean Emeritus Crynes; Emeritus Block, Daniels, Scamehorn, Starling.

Mission Statement

The mission 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 Engineering
- Accelerated Bachelor of Science in Chemical Engineering/Master of Science (Chemical Engineering)
- Accelerated Bachelor of Science in Chemical Engineering: Biotechnology/Master of Science (Biomedical Engineering)
- Accelerated Bachelor of Science in Chemical Engineering: Pre-medical/Biomedical/Master of Science (Biomedical Engineering)
- 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), Buffalo, California Institute of Technology, Case Western, Cornell, Georgia Tech, Houston, Illinois Institute of Technology, Ludwig-Maximilians-Universität München, Massachusetts Institute of Technology, Northwestern, Purdue, Rice, Texas, University of Oklahoma, 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 and/or environmental impacts 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, including biofuels and bioenergy. 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 are available because the chemical engineer worked out the ways to produce them safely and economically. The field of mental health has been revolutionized by drugs, astronomical in cost until the chemical engineer mass-produced them so that they are accessible to nearly everyone who needs them.

Briefly, the job of the chemical engineer is to make commercial application of the chemist’s and biologist’s discoveries. This is not as easy as it sounds, for enormous problems are encountered when the company tries to produce by the ton material that the chemist made by the milligram in the laboratory. The chemical engineer works in a variety of industries, not only the chemical industry, but also in fields of computer systems, electronic materials, environmental control, pharmaceuticals, leather, metals, space, fertilizers, textiles, glass, detergents, paper, food, pesticides, paint, and rubber. New fields are constantly being added.

It is the chemical engineer who develops an economical process for producing a marketable product. The development of penicillin is just such a case. The chemist Sir Alexander Fleming discovered the wonder antibiotic in a Petri dish in his 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 to develop a continuous process for producing penicillin. Through the efforts of these engineers, millions of lives have been saved.

There are many other kinds of jobs for chemical engineers. A chemical engineer in plant operations must supervise the production process to see that the plant produces a scheduled amount of high-quality material economically. To do this, the engineer is very much involved in managing people and machines.
The research chemical engineer has an analytical mind and likes to solve problems in the technical frontier. If the engineer plans to concentrate on research, exploring new areas and applying untried methods, an advanced chemical engineering degree is probably needed.

Still another type of job appeals to many chemical engineers. This is technical sales. The material that is produced in a plant must be sold. The salesman needs extensive technical training because technical people are the customers.

All chemical engineering jobs — plant operations, research and development, and technical sales — may lead into management or executive positions if the chemical engineer is interested in the broad aspects of a company’s business.

There are, of course, major fields besides industry that need chemical engineers. College teaching, for instance, is offering more and more to the engineer, particularly if the person is research-minded. Many college teachers are, in addition, consultants to industry, and the government too is constantly improving the opportunities for chemical engineers in its service. Private research institutes call for chemical engineers. A chemical engineer may choose to work in practically any field.

The curriculum in chemical engineering at the University of Oklahoma is planned to prepare students for the design, construction, and operation of processes in which materials undergo chemical, biological, and physical change. Graduates are prepared to accept a job in chemical engineering practice or to continue studies in graduate school.

Since the chemical engineer must be acquainted with so many diversified subjects, the education at the University is necessarily broad. Students receive solid foundations in mathematics, physics, chemistry, and engineering courses which will prepare them to apply effectively these fundamental principles to the solution of engineering problems. In addition, students in the biotechnology engineering elective patterns receive training in our pre-medical/biomedical life science and bioengineering courses. Because computers play a vital role in the solution of many chemical engineering problems, students are required to use modern computational 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.

Facilities
Laboratories and offices for chemical engineering are in three buildings: the Sarkeys Energy Center, Carson Engineering Center, and the Stephenson Research and Technology Center. We occupy 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, biomass conversion and biofuels laboratories, thin films laboratory, biotechnology and biomedical laboratories, surfactants laboratories, and other graduate research project laboratories. We occupy several fully equipped laboratories in Carson Engineering Center focusing on applied surfactant technology and enhanced oil recovery. The facilities in Stephenson include laboratory areas specifically designed for bioengineering research, and we occupy over 3,000 square feet of the space shared with the Bioengineering Center. Areas of research emphasis include biofuels and bioenergy, nano technology, remediation of polluted soil and water, process systems engineering, bone and vascular tissue engineering, rheology of blood, 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

Program Objective #1:
Graduates will perform successfully as professionals in businesses, industries and government.

Program Objective #2:
Graduates will perform successfully in their pursuit of advanced degrees in chemical engineering and other technical or professional fields.

Program Objective #3:
Graduates will continually improve their professional competencies through further training or education.

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.

UNDERGRADUATE DEGREES
We offer the Bachelor of Science in Chemical Engineering degree. The three options and their emphases are described below.

Curriculum in Chemical Engineering: Standard
(Accredited by the Engineering Accreditation Commission of ABET, http://www.abet.org.)

The “Standard Option” prepares students for a career in the wide variety of chemical process industries or for graduate engineering studies. Technical electives allow emphasis on energy, materials, process systems, environment, or other areas of interest.

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 OU Engineering degree requirements.

Three of the 12 General Education elective hours must be at the upper-division level (3000-4000). These electives consist of one course each from Social Science, Artistic Forms, Western Civilization, and Non-Western Culture.

All Gallogly 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, http://www.abet.org.)

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 (although 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 to being in the program. Biology 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 OU Engineering degree requirements.

Three of the 12 General Education elective hours must be at the upper-division level (3000-4000). These electives consist of one course each from Social Science, Artistic Forms, Western Civilization, and Non-Western Culture.

All Gallogly 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– Biotechnology Option Pattern
(Accredited by the Engineering Accreditation Commission of ABET, http://www.abet.org.)

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 in 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 OU Engineering degree requirements.

Three of the 12 General Education elective hours must be at the upper-division level (3000-4000). These electives consist of one course each from Social Science, Artistic Forms, Western Civilization, and Non-Western Culture.

All Gallogly 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 portion of the program accredited by the Engineering Accreditation Commission of ABET, http://www.abet.org.)

- Bachelor of Science in Chemical Engineering: Standard/Master of Science (Chemical Engineering) (144 credit hours)
- Bachelor of Science in Chemical Engineering: Biotechnology/Master of Science (Biomedical Engineering) (146 credit hours)
- Bachelor of Science in Chemical Engineering: Premedical/Biomedical Engineering/Master of Science (Biomedical Engineering) (153 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. Students must first be in one of the regular undergraduate programs and then apply for the accelerated program.
- 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.

Graduate Study

We offer master and doctor of philosophy degrees in chemical engineering. Research can be in a variety of areas including: advanced energy systems, biochemical and biomedical engineering, catalysis, process optimization, nanotechnology, novel separation methods, polymers, reaction kinetics, surface science, thermodynamics and thin films.

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:
- 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.
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.

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 these 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 CH E 2033, 3113, 3123, 3333, 3432, 3473, 4153, 4253, 4473, 5183, 5843, 5971, 5980; MATH 3113; and 3 hours graduate-level science, math, or engineering elective. Total hours required is 50-51 hours.

Doctor of Philosophy

A total of 90 post-baccalaureate hours are required for the Ph.D. degree. This total includes approved MS degree work and other approved post-baccalaureate credit if any. Nine hours of coursework are required beyond the M.S. degree coursework, and post-baccalaureate coursework must include CH E 5523, Advanced Mathematics Methods in Science and Engineering. The balance of the 90 hours is made up by the course Seminar in Chemical Engineering Research (one hour per semester) and Ph.D. Dissertation Research hours. A Dissertation and Dissertation Defense is required for the Ph.D. degree.

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:

• Thermodynamics,
• Transport phenomena, and
• Kinetics and reaction engineering.

The General Examination involves writing a paper on the student’s research project. The General Examination also includes an oral presentation on the written report.
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 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 handle 320,000 pounds at any one location and accommodate testing configurations up to 22 feet high.

Led by Dr. David A. Sabatini, David Ross Boyd Professor in Civil Engineering and Environmental Science, the WaTER Center uses innovative teaching and technological approaches to address drinking water and sanitation problems in developing countries and in remote areas with unsafe water in the United States. The WaTER Center strives to become the leader in integrating technological advances, social entrepreneurship and behavior change to make meaningful impacts in three focus areas:

- Building on collaborative strengths with the National Weather Center, water resources / climate change is a primary focus of
WaTER Center research – an important issue in rural Oklahoma as well as in emerging regions

- **Water treatment technologies** developed for removing arsenic and fluoride from ground water in Oklahoma can be applied to ground water supplies in developing countries around the world
- A third focus area is on passive treatment technologies, including wetlands, that can be developed for treating contaminated water, including mine drainage, municipal waste water and other sources in Oklahoma are currently being used in other countries to allow water reuse for irrigation purposes.

In the area of international service, the WaTER Center sponsors the biennial OU International Water Prize competition, awarded to individuals for outstanding service in providing water/sanitation to remote villages. The winner of the $25,000 award is chosen in conjunction with the OU WaTER Symposium during even-numbered years. In odd-numbered years, the Prize is awarded and plenary lecture given, in conjunction with the OU International WaTER Conference. This biennial series began in 2008; the first two prize winners were Dr. Stephen Luby from the International Center for Diarrheal Research, Bangladesh, and Dr. Ben Fawcett, Professor at the University of Queensland, Australia.

Beyond the technical research, the WaTER Center collaborates with departments across campus and at the OU Health Sciences Center to address the social, cultural, and economic issues associated with water and sanitation in developing regions with an emphasis on behavior change and social entrepreneurship. The Institute will provide the additional stature and resources to allow the WaTER Center to take a significant step forward in meeting its vital Mission.

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 (OSCER, [http://www.oscer.ou.edu](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.

The CEES student computing and study facility is unique in the College of Engineering. The CEES Study facility is available to all CEES students. The lab currently features fourteen Dell L667 workstations, a HP 600 plotter, a HP Designjet 800 color plotter, two HP scanners, and a HP LaserJet printer. Six of the workstations are equipped with AutoCAD, Eagle Point, and other engineering design software. 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, [http://www.abet.org](http://www.abet.org))

**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.

This program requires a minimum of 130 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 [OU Engineering degree requirements](http://www.abet.org.).

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 Gallogly 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, [http://www.abet.org](http://www.abet.org))

**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 civil 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.

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). For detailed semester by semester
curriculum requirements, please consult OU Engineering degree requirements.

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 Gallogly 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, http://www.abet.org.)

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 environmental 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.

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 OU Engineering degree requirements.

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 Gallogly 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 123 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 OU Engineering degree requirements.

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 Gallogly 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 http://www.ou.edu/coe/cees/grad_programs.html 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 the last 60 hours of the 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. The Bachelor of Science portions of the Architectural Engineering, Civil Engineering, and Environmental Engineering Accelerated Dual Degree programs are accredited by the Engineering Accreditation Commission of ABET, http://www.abet.org.
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 (GRE), unless the student graduates with an OU BSCE, in which case the GRE requirement is waived. 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. See the Graduate College website for in depth information about English Proficiency Requirements for all applicants for whom English is a second language.

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; the track allows the student to devote two hours to the completion of a special project course in addition to 9-10 courses (dependent on credit hour) plus a one hour technical communications course. The non-thesis option requires a final defense or examination and has a minimum residency requirement of one academic year.

At least 18 credit hours of 5000-6000-level civil engineering courses that have been approved by the student’s adviser are required. 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 master's degree. No more than one-half of the credits for OU coursework, excluding research for the thesis (5980), may be S/U graded coursework; and no more than one-half of the overall coursework (OU credit and transfer credit combined), excluding research for the thesis (5980), may be S/U graded coursework. Additional courses to complete the 30 or 32 credit-hour requirement can be chosen from other fields of engineering, sciences, mathematics, business or the arts.

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. See the Graduate College website for in depth information about English Proficiency Requirements for all applicants for whom English is a second language.

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. See the Graduate College website for in depth information about English Proficiency Requirements for all applicants for whom English is a second language.

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 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

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Changwook Kim, Graduate Liaison
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Faculty Roster

Professors Antonio, Atiquzzaman, Cheng, Dhall, Gruenwald, C. Kim, Lakshmivarahan, Page, Radhakrishnan, Thulasiraman; Associate Professors Fagg, Hougen, McGovern, Trytten, Weaver; Adjunct Professors Miller, Neeman, Ray, Wu.

Degrees Offered
- Bachelor of Science in Computer Science
- Bachelor of Science in Computer Science/Master of Science (Computer Science)
- Bachelor of Science in Computer Engineering/Master of Science (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.

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 Association of Computing Machinery-W (for Women) and the student chapter(s) of the Game Developers Association, the Computer Science Graduate Student Association, Computer Programming Team, Institute of Electrical and Electronic Engineers Computer Society, the Robotics Club, and Tau Beta Pi Engineering Honor 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, information privacy and security functional programming, computational graph theory, 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 Computing Accreditation Commission of ABET, http://www.abet.org.)

Program Educational Objectives
The program educational objectives are:
- Graduates succeed in problem solving professions using computer science expertise.
Graduates succeed in software careers.
Graduates may pursue and complete advanced degrees in computer science or other fields.

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 OU Engineering degree requirements.

Twelve hours of General Education elective hours (one course each from Social Science, Artistic Forms, Western Civilization, and Non-Western Culture) must be completed.

All Gallogly 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 computer architecture, parallel and distributed computing, telecommunication networks, interconnection networks, computer graphics, database systems, information privacy and security, 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 awards 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. Many graduate assistantships include out-of-state tuition waivers.

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, 100 W. Boyd St., Norman, OK 73019. Inquiries should be directed to the program assistant (405) 325-2055.

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 after their sophomore year before completion of the B.S. degree. 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. The Bachelor of Science portions of the accelerated dual degree programs are accredited by the Engineering Accreditation Commission of ABET, http://www.abet.org.

Master of Science Degree
A student can pursue either a thesis program or a non-thesis 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 non-thesis 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 non-thesis 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.
School of Electrical and Computer Engineering

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Faculty Roster

Professors Commuri, Cruz, Havlicek, Liu, McCann, Refai, Runolfsson, Shi, Sluss, Verma, Yang, Yeary, Yu, Zheng; Associate Professors Barnes, Cheng, Ding, Goodman, Jiang, Tang, Zhang; Assistant Professors Chan, Fulton, Imran, Ruyle, Sigmarsson; Research Assistant Professor Dyer; Lecturer/Instructor Davis, Fitzmorris, Petrich; Adjunct Professors Doviak, Palmer, Pei, Ray, Torres, Zrnic, and participating faculty from other departments; Emeritus Professors Bredeson, Breipohl, Cheung, Crain, Cronenwett, El-Libary, Fagan, Kuriger, F. Lee, Tull, Zelby.

Degrees Offered

- Bachelor of Science in Computer Engineering
- Bachelor of Science in Electrical Engineering
- Bachelor of Science in Computer Engineering/Master of Science (Computer Science)
- Bachelor of Science in Computer Engineering/Master of Science (Electrical and Computer Engineering)
- Bachelor of Science in Electrical Engineering/Master of Science (Electrical and Computer Engineering)
- Master of Science (Electrical and Computer Engineering)
- Master of Science in Telecommunications Engineering
- Doctor of Philosophy (Electrical and Computer Engineering)

Academic Objectives

The mission of the School of Electrical and Computer Engineering is to provide a high-quality educational experience for undergraduate and graduate students. Objectives to support this are to offer innovative curricula which prepare the students for successful careers, to broaden the learning experience through the use of technology in the classroom, to provide perspective to knowledge by integrating faculty research into the classroom, and to relate knowledge to contemporary problems with Laboratory experiences. The products of this experience are engineers who are able to think creatively, to advance their knowledge of technology, and to contribute to the creation of economic growth.

General Information

The School of Electrical and Computer Engineering (ECE) was renamed in June of 1996. This change accompanied the introduction of the first degree program in Computer Engineering in the state of Oklahoma. This change continues a tradition of technological leadership demonstrated by the School since its inception in 1906 at the University of Oklahoma. Historical highlights of the School include:

1906: Moved from Applied Science to College of Engineering;
1972: Computer Science combined into the School;
1992: Electrical Engineering and Computer Science became separate Schools within the College of Engineering; and
1996: Curriculum reorganized to support both Electrical and Computer Engineering degrees.

The faculty of the School of Electrical and Computer Engineering (ECE) is committed to excellence in teaching, quality research in selected areas of leading edge technology, and the professional development of students.

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 Gallogly College 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 biomedical engineering, communications and telecommunications, computer architecture, solid state devices and materials, electric power, radar and radio frequency systems, image and signal processing, instrumentation and control systems, and linear and digital electronics.

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.

• Biomedical Engineering — Medical imaging, biomedical optics, neural imaging: 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 — Radar, phased array antennas, antenna design, RFID, 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 and III-V semiconductors, 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.
• 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. 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 http://www.ou.edu/coe/ece.html.

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, radar and instrumentation, communication, opto-electronics medical imaging and solid state electronics. The School integrates several laboratory courses into the curricula 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 Stephenson Research and Technology 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.

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 telecommunication: 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.

**Radar Innovations Lab (RIL)**

A lab that supports the scientific and educational goals of the Atmospheric Radar Research Center through the design and fast prototyping of innovative hardware and software systems. The RIL has state-of-art test equipment covering the DC to 50 GHz frequency range. Important radar hardware design courses have recently been added to the Weather Radar Curriculum at OU and the RIL will be used in our commitment to provide students a comprehensive education in the field of radar.

**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 $3,500 per year. Scholarship applications can be obtained by writing to the 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 http://www.ou.edu/coe/ece.html and click on the ECE Scholarships link under Student Resources.

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.

**CURRICULUM IN COMPUTER ENGINEERING**

(Accredited by the Engineering Accreditation Commission of ABET, http://www.abet.org.)

**Program Objectives**

Our Computer Engineering graduates will:

- Be successfully engaged in their careers, leveraging specialized knowledge of Electrical/Computer Engineering
- Pursue and apply new knowledge to solve constrained problems and develop new opportunities
- Contribute to society through professional and ethical application of technology

Success of these Objectives is to be demonstrated by career performance of alumni in a period 3- to 5-years after award of their BS degree.

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 OU Engineering degree requirements.

The accelerated degree leading to a BS in Computer Engineering and an MS in Electrical and Computer Engineering requires a minimum 3.25 OU and Combined retention GPA for program admission. The program requires a minimum completion of 144-147 credit hours with a minimum graduation grade point average of 3.0 (combined and at OU, in the major, curriculum and overall). ECE elective requirements are different from the standard program. For
detailed semester by semester curriculum requirements, please consult OU Engineering degree requirements. The Bachelor of Science portion of the program is accredited by the Engineering Accreditation Commission of ABET, [http://www.abet.org](http://www.abet.org).

The accelerated degree leading to a BS in Computer Engineering and an MS in Computer Science requires a minimum 3.5 OU and Combined retention GPA for program admission. The program requires a minimum completion of 144-147 credit hours with a minimum graduation grade point average of 3.25 (combined and at OU, in the major, curriculum and overall). ECE elective requirements are different from the standard and accelerated program with a master’s component in Electrical and Computer Engineering. For detailed semester by semester curriculum requirements, please consult OU Engineering degree requirements. The Bachelor of Science portion of the program is accredited by the Engineering Accreditation Commission of ABET, [http://www.abet.org](http://www.abet.org).

All Gallogly 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 ELECTRICAL ENGINEERING

(Accredited by the Engineering Accreditation Commission of ABET, [http://www.abet.org](http://www.abet.org).)

Program Objectives

Our Electrical Engineering graduates will:

- Be successfully engaged in their careers, leveraging specialized knowledge of Electrical/Computer Engineering
- Pursue and apply new knowledge to solve constrained problems and develop new opportunities
- Contribute to society through professional and ethical application of technology

Success of these Objectives is to be demonstrated by career performance of alumni in a period 3- to 5-years after award of their BS degree.

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 OU Engineering degree requirements.

The accelerated degree leading to a BS in Electrical Engineering and an MS in Electrical and Computer Engineering requires a minimum 3.25 OU and Combined retention GPA for program admission. The program requires a minimum completion of 143-146 credit hours with a minimum graduation grade point average of 3.0 (combined and at OU, in the major, curriculum and overall). ECE elective requirements are different from the standard program. For detailed semester by semester curriculum requirements, please consult OU Engineering degree requirements. The Bachelor of Science portion of the program is accredited by the Engineering Accreditation Commission of ABET, [http://www.abet.org](http://www.abet.org).

All Gallogly 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 (MSECE and PhDCE). We also offer a Masters Degree in Telecommunications Engineering (MS TCOM), 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, applications for graduate study in ECE are also evaluated with respect to additional criteria over and above the general requirements. Perspective students are expected to have previously earned a B.S. degree or its equivalent in Electrical Engineering, Computer Engineering, or a closely related field. Strong applicants holding baccalaureate degrees in other disciplines are also frequently admitted; however, in many cases such students find it helpful to enroll in some amount of undergraduate course work to make up for field-specific deficiencies prior to attempting certain components of their formal graduate degree course requirements.

In addition, all applicants are required to submit:

- scores for the GRE General Examination,
- three official letters of recommendation from individuals who are well qualified to evaluate the applicant’s potential for successful study at the graduate level; these letters should be submitted directly to the School of ECE by the recommenders, and
- a statement of purpose briefly outlining their plans and goals for ECE graduate study at the University of Oklahoma with relation to their broader career goals; a length of one to two typeset pages should be sufficient for most applicants.

Specific questions concerning the programs or admission requirements may be addressed to the Graduate Liaison, School of Electrical and Computer Engineering, 110 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://www.ou.edu/coe/ece.html](http://www.ou.edu/coe/ece.html). Inquiries concerning graduate applications should be directed to the graduate program assistant (405) 325-4721 or in care of ecegrad@ou.edu. The deadline for international applications for prospective students seeking to enter at the beginning of the fall semester is April 1.

Master of Science Degree

Master of Science ECE degree candidates may choose to pursue the degree with either a thesis or one of two non-thesis options. 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 CS; 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 span.
Students should consult the ECE Graduate Handbook for specific degree requirements.

**Department of Engineering**

John Antonio, Ph.D., Associate Dean for Academic Affairs
202 W. Boyd, Room 107 Carson Engineering Center Norman, OK 73019-1021
Phone: (405) 325-2621
FAX: (405) 325-7508

James Sluss Jr., Ph.D., Sr. Associate Dean
202 W. Boyd, Room 107 Carson Engineering Center
Norman, OK 73019-1021
Phone: (405) 325-2621
FAX: (405) 325-7508

Internet: [http://www.ou.edu/coe](http://www.ou.edu/coe)

**Faculty Roster**

The general program in engineering is offered under the broad support of the Gallogly 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 Programs.

**Degrees Offered**

- Bachelor of Science in Engineering
- Master of Science
- Doctor of Philosophy

**Special Facilities and Programs**

Special facilities and laboratories for the Gallogly 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 Laboratory and Parallel Processing Institute, Electrical Engineering—the Communications and Signal Processing Laboratory, the Optoelectronics Laboratory, Power Systems Laboratory, and Microelectronics Laboratory. Industrial and Systems 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
The general program in engineering coordinates the offerings within the Gallogly College of Engineering’s “core” curriculum engineering science courses and several advanced elective courses that are either required or widely elected by students in more than one of the departamental 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.

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.

Master of Science
The student must meet the general requirements of the Graduate College and must hold a Bachelor of Science in Engineering or an equivalent degree. Students with degrees from non-engineering disciplines are expected to do remedial work, as determined by the Graduate Engineering Program Committee (GEPC), to overcome background deficiencies. The Graduate Record Examination (GRE) is required for admission.

Doctor of Philosophy
Admission to the Ph.D. Engineering Program requires a Thesis-based master’s degree in engineering or a closely related discipline with high scholastic standing. Students with exceptional academic records in B.S. degrees in engineering may also qualify for admission. The Graduate Record Examination (GRE) is required for admission.

Program in Engineering Physics

Michael Santos, Chair
Kieran Mullen, Graduate Liaison
100 Nielsen Hall
Norman, OK 73019-2061
Phone: (405) 325-3961
FAX: (405) 325-7557
Internet: http://www.ou.edu/coe/ephysics.html

Faculty Roster

Professors (of Physics) Abbott, Furneaux, Gutierrez, Johnson, Santos, Shaffer, Skubic, Strauss; Associate Professors (of Physics) E. Abraham, Bumm, Murphy; Assistant Professors (of Physics) Marino, Sellers; 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 (EAC) of ABET, http://www.abet.org. 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 offered at OU in 1935, 1955, and 1957, respectively, as options in Engineering Physics. Current research emphases in Engineering Physics include nanotechnology and applications for atomic physics.

An engineering physicist applies the knowledge of engineering and physics to develop new engineering methods and principles; and designs, develops and supervises the construction of new equipment. The engineering physicist completes the link between the pure scientist and the engineer by being able to understand the theory of science and to relate it to the practical problems of engineering.

The program makes use of the extensive teaching and research facilities of both the College of Engineering and the Homer L. Dodge Department of Physics and Astronomy (which is part of the College of Arts and Sciences). The student to faculty ratio in Engineering Physics is excellent, with 50 majors in 2012 academic year. About one third of the graduating seniors immediately attend graduate school in physics or engineering. The recent graduates who immediately enter the work force are employed predominantly in the microelectronics or aerospace industries.

Programs for Academic Excellence

The program in Engineering Physics prepares students for careers in areas of technology where the disciplines of physics and engineering intersect. The program provides an interdisciplinary environment where pure and applied sciences merge. The curriculum is designed to develop sufficient depth in both engineering skills and physics knowledge to produce engineers who are able to relate fundamental physical principles to practical problems in engineering.

An essential facet of an Engineering Physics education is research experience. This provides students with the opportunity to use modern engineering tools to address open issues in science and technology. Many students participate in research even before starting their senior Capstone project. All students are encouraged to apply for a position in a National Science Foundation-Research Experience for Undergraduates (NSF-REU) program as soon as
they are qualified. Many students take part in the Department’s NSF-REU program for one summer during their academic career. These research experiences provide the opportunity for particularly strong interaction between a student and a faculty member.

The program is also actively involved with the Honors College in an effort to offer exceptional students the opportunity to do advanced study.

Special Facilities and Programs

The Homer L. Dodge Department of Physics and Astronomy possesses an excellent scientific library of about 34,000 volumes and more than 175 journal subscriptions. Ancillary library holdings include the world-famous History of Science Collection. A well-equipped and staffed in-house machine shop is provided for use by graduate students.

Excellent computing facilities include UNIX Physics computer network and the Natural Sciences Computer Laboratory which is housed in the department.

The Department has well-equipped laboratories for research in atomic and molecular physics, laser cooling and trapping, artificially structured materials, nanometer-scale materials characterization, low-temperature condensed matter, and instrumentation in high-energy physics. Some of the research is performed as part of the NSF-sponsored Center for Semiconductor Physics in Nanostructures. Research groups also make use 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 2012 the assistantships started at $19,000 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 Gallogly College of Engineering and the Homer L. Dodge Department of Physics and Astronomy. The degree is recommended by the Gallogly 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.

Program Educational Objectives

• Our graduates will pursue careers as engineers, as physicists, or in other fields where an education in Engineering Physics is advantageous.
• Our graduates will be effective problem solvers in their chosen career paths.
• Our graduates will engage in life-long learning and professional development activities.

CURRICULUM IN ENGINEERING PHYSICS

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 the OU Engineering degree requirements.

All Gallogly 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

(Partial list only) growth and characterization of electronic and optical materials; device fabrication and simulation; atomic, molecular and optical physics; 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 a 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.

School of Industrial and Systems Engineering

Randa L. Shehab, Director
Suleyman Karabuk, Undergraduate Liaison
Janet K. Allen, Graduate Liaison
202 W. Boyd Street
Norman, OK 73019-1022
Phone: (405) 325-3721
FAX: (405) 325-7555
Internet: http://www.ou.edu/coe/ise.html

Faculty Roster

Professors Allen, Grant, Landers, S. Pulat, Raman, Shehab, Trafalis; Associate Professors Karabuk, Moses; Assistant Professors Barker, Nicholson; Instructor Wolfinbarger; Adjunct Professors Genheimer, M. Pulat; Professors Emeritus Court, Foote, Kumin, Purswell, Schlegel.

Degrees Offered

- Bachelor of Science in Industrial and Systems Engineering (Standard Option)
- Bachelor of Science in Industrial and Systems Engineering (Information Technology Option)
- Bachelor of Science in Industrial and Systems Engineering (Pre-Medicine Option)
- Accelerated Bachelor of Science in Industrial and Systems Engineering (Standard Option)/Master of Science (in Industrial Engineering)
- Accelerated Bachelor of Science in Industrial and Systems Engineering (Information Technology Option)/Master of Science (in Industrial Engineering)
- Accelerated Bachelor of Science in Industrial and Systems Engineering (Standard Option)/Master of Business Administration
- Master of Science
- Doctor of Philosophy

General Information

The most versatile engineering discipline, industrial and systems engineering opens doors for careers in business, health care, consulting, government, and manufacturing. Industrial and systems engineers are improvement engineers. ISEs help companies add value by eliminating waste and using resources effectively. Industrial and systems engineers are integration engineers. ISEs bring people, processes, machines, and technologies together to solve complex problems in all types of organizations. Industrial and systems engineers are information engineers. ISEs use computer-based tools to collect data, organize and analyze information, and present solutions. Industrial and systems engineers are innovation engineers. ISEs use a total systems approach, combining engineering expertise with a business perspective, to solve modern problems on a global scale.

Industrial and systems engineers improve, integrate, inform, and innovate.

As businesses of all types strive for improvement in quality and productivity, they increasingly turn to industrial and systems engineers. ISEs design, analyze, and improve systems and processes for all types of businesses. ISEs are leaders in supply chain management, healthcare, aerospace, telecommunications, software development, energy, finance, and government. ISEs integrate systems involving people, materials, facilities, finances, equipment, and energy to achieve the best possible results. 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. All organizations seek to make sense of massive amounts of data, making predictions about system performance, changing markets, and even changing political situations. ISEs have a competitive edge in the growing field of data analytics by integrating the statistical and analytical skills of ISE with the computer-based skills learned in the program. The ability to see the big picture, identify and solve problems, and facilitate change to improve systems helps ISEs move up faster in the corporate ladder than any other engineering discipline.

Our faculty members are internationally recognized as experts in all aspects of industrial and systems engineering and are active in professional research and practice. They hold doctorates from Arizona State, Berkeley, Case Western Reserve, Lehigh, North Carolina State, Oklahoma, Penn State, Pittsburgh, Purdue, Rensselaer, southern Methodist, Texas Tech, and Virginia. The faculty also possess diverse industrial experience.

Our students have received numerous awards, including the Halliburton and the National Science Foundation Fellowships and national scholarships through the Institute of Industrial Engineers. Several faculty members have been named Fellows of professional societies. Our school is recognized throughout the University for its collegial and supportive atmosphere.

The School's undergraduate curriculum options recognize the broad nature of the industrial and systems engineering profession, effectively weaving together the knowledge bases into a collaborative, integrated systems perspective. The regular ISE option prepares students for traditional industrial and systems engineering jobs by providing a strong, broad-based, core ISE curriculum that is integrated through an analysis and synthesis of multiple perspectives of a large process or system. The information
technology option allows students to earn a minor in computer science in addition to the bachelor’s degree in ISE, preparing students to develop and implement information technology-based solutions for large complex systems and organizations. The pre-medicine option prepares students for careers in the health care industry by providing pre-medicine curriculum along with the core ISE skills to define, analyze, and improve patient care practices.

The School has several programs of graduate study. We offer both thesis and non-thesis options for students pursuing the Master’s of Science, and we offer the Doctor of Philosophy degree program.

Our MS options include specializations in systems engineering, systems management engineering, reliability, and within our research areas of Systems Sustainment, Systems Realization, Transportation Systems, Healthcare Systems, and Energy Systems.

For our undergraduate students interested in advanced degrees, both the regular and information technology BS options can be combined with a Master of Science in ISE through accelerated BS/MS degrees. The School has also partnered with the Michael F. Price College of Business to offer a cross-college accelerated track for the Bachelor of Science in IE/Master’s of Business Administration degree. The BS/MBA prepares students for the practice of engineering in a corporate environment. Our graduate program is nationally ranked by U.S. News and World Report.

**Special Facilities and Programs**

The School of Industrial and Systems Engineering faculty serve in leadership positions of several school, college and university-affiliated research centers, including the Center for Shape Engineering and Advanced Manufacturing, the Center for the Study of Wireless Electromagnetic Compatibility, the Research Institute for STEM Education, and the Oklahoma Transportation Center.

**CENTER FOR SHAPE ENGINEERING AND ADVANCED MANUFACTURING (SEAM)**

The Center for Shape Engineering and Advance Manufacturing (SEAM) seeks to help aerospace maintenance, repair, and overhaul (MRO) businesses to make, repair and replace parts more accurately and rapidly. SEAM is a blend of innovative technologies, methodologies, and expertise designed to provide rapidly reconfigurable measurements and manufacturing to support the MRO activities of the military and commercial aerospace industries. Shape Engineering is an assessment of product requirements collected with accurate measurement methods including cutting-edge instrumentation, material reverse engineering, and digital compatibility. Advanced Manufacturing is the translation of that data into viable digital models and designs with a quick turnaround and near-net-shape. SEAM aims to sustain and improve the country’s technical workforce through research, training, and education objectives. ([http://vpr-norman.ou.edu/centers-institutes/list/shape-engineering-advanced-manufacturing](http://vpr-norman.ou.edu/centers-institutes/list/shape-engineering-advanced-manufacturing))

**OKLAHOMA TRANSPORTATION CENTER (OkTC)**

The OkTC is a multidisciplinary coalition of 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 OkTC 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 OkTC 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 RESEARCH INSTITUTE FOR STEM EDUCATION (RISE)**

The Research Institute for STEM Education brings together a multidisciplinary research team whose mission is to study the complex array of factors contributing to diverse students’ academic experiences in science, technology, engineering, and mathematics majors (STEM) and to make recommendations to academic policy makers based on those factors.

**WIRELESS EMC CENTER**

The Wireless EMC Center is the only 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. ([http://www.ou.edu/engineering/emc](http://www.ou.edu/engineering/emc))

**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 LAB**

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. Ongoing research projects include information complexity analysis of Air Traffic Control (ATC) displays, usability evaluation of mobile device displays, and e-commerce website studies. This lab also serves as a teaching lab and a data collection facility for human performance data. This lab is located in Carson Engineering Center, Room 29.

**INTELLIGENT TRANSPORTATION SYSTEMS LAB**

Features a STISIM Drive M100 interactive driving simulator. Researchers in the School of Industrial Engineering and the School of Electrical & Computer Engineering are using the simulator to develop and test infrastructure-based collision prevention systems for intersections. The simulator includes a display with 45-degree field-of-view, Logitech game-type driving controls, and customizable simulation software. Users can program common driving scenarios using the STISIM Drive software or can write their own Visual Basic programs for custom applications, such as testing novel warning devices. This lab is located in Carson Engineering Center, Room 26.

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LABORATORY OF OPTIMIZATION AND INTELLIGENT SYSTEMS
The Laboratory of Optimization and Intelligent Systems (LOIS) provides basic research in optimization, intelligent systems and automated learning methods, including predictive data mining, statistical methodology, machine learning and knowledge discovery, algorithms for fast training of Support Vector Machines (SVMs) and kernel methods. Applications are related to weather prediction, manufacturing, medical prognosis, financial engineering, automatic categorization of gene expression data from DNA microarrays. This laboratory is located in Carson Engineering Center, Room 28.

MACHINING AND PRECISION LAB I
This lab, used for both teaching and research, contains manufacturing process equipment including a research engine lathe for friction and wear studies, a 3-axis CNC milling machine, a 3-axis CNC 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.

PRECISION ENGINEERING LAB II
Used both for undergraduate and graduate teaching and research in manufacturing engineering, this lab houses 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. This lab is located in Carson Engineering Center, Room 33.

PRODUCTION LOGISTICS LAB
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 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. This lab is located in Carson Engineering Center, Room 215D.

PHYSICAL PERFORMANCE LAB
The lab supports undergraduate and graduate teaching and research in the areas of human anthropometry, physical performance, and psychomotor performance as related to industrial ergonomics and product design. Physical performance assessment equipment includes a strength-measurement system featuring LabVIEW software, Omega strain gauges, and posture support equipment. Other equipment useful for musculoskeletal and material handling research includes an electrogoniometer, a complete anthropometric measurement set, a lifting rack, and push-pull gauges. Equipment used to support physiological research includes a programmable treadmill, a programmable cycle ergometer, equipment for the measurement of physiological variables (including heart rate, blood pressure, body temperature), and a scale capable of measuring both weight and body composition. Students investigating psychomotor performance can use a variety of devices such as the pursuit-tracking apparatus, the Purdue pegboard, and a computer-based tool (ANAM) designed to detect speed and accuracy of attention, memory, and thinking ability. Computer-based statistical analysis capabilities are also provided. This lab is located in Carson Engineering Center, Room 42.

THE SYSTEMS REALIZATION LABORATORY@OU
The Systems Realization Laboratory is an interdisciplinary research group focusing on developing a comprehensive approach for safeguarding the economic viability of a company. It necessitates the design of products and processes that efficiently and effectively accommodate changing markets and technological innovations. Accordingly, our vision involves identifying, developing and understanding principles, tools, and technologies to establish and preserve strategic, sustainable development for products, processes, industries and careers. Our core activities include the following:

- conceiving and verifying foundational theories for the realization of engineered products, processes, systems, and services;
- promoting scholarship in the form of discovery, analysis, synthesis and education;
- developing technologies that enable companies to conceive and produce customized products that service various market segments;
- promoting technology transfer; and
- fostering growth of intellectual capital among all stakeholders, including industrial partners, faculty, and students.

CARROLL G. WEBB ISE TEAM ROOM
The Carroll G. Webb ISE Team Room is a room dedicated to collaborative and individual study by ISE students. The room provides a comfortable environment for team work with conference tables, a computer projection system, desktop computers, and a small seating area for group conversation.

Undergraduate Study
Program Educational Objectives
The School’s undergraduate curriculum is designed to achieve the following educational objectives:

- Our alumni will have successful careers in Industrial and Systems Engineering or in related fields strengthened by ISE methods and principles.
- Our alumni will be emerging or established leaders among their peers, demonstrated by leading projects or teams, supervising the work of others, and/or mentoring less experienced employees.
- Our alumni will be engaged in activities of life-long learning and professional development through advanced degrees, professional certifications, and/or continuing education and training.

The science base for industrial and systems engineering includes mathematics and physical science. Industrial and systems...
The problem-solving learned in the ISE pre-med curriculum teaches students skills critical in the medical field. The ISE curriculum helps establish students as systems thinkers, approaching problems as multi-faceted and evaluating the pros and cons of multiple solutions. 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 OU Engineering degree requirements.

All Gallogly College of Engineering students are required to make a minimum grade of C in each course presented for the degree. Students must also make a C or higher in each prerequisite course before progressing to the next course(s).

Accelerated B.S. in Industrial and Systems Engineering/Master of Science
(Bachelor of Science portion of the program accredited by the Engineering Accreditation Commission of ABET, http://www.abet.org.)

This program prepares student for in-depth learning of specific areas in ISE. The curricula requires a minimum of 142 credit hours with a minimum grade point average of 3.0 (combined and at OU, in the major, curriculum and overall). The program is only for students majoring in Industrial Engineering at the University of Oklahoma. Application is open only to Industrial and Systems Engineering juniors with a minimum grade point average of 3.0. The students must take the GMAT during their junior year and be admitted to the MBA program. For detailed semester curriculum requirements, contact the School of Industrial and Systems Engineering.

All Gallogly College of Engineering students are required to make a minimum grade of C in each course presented for the degree. Students must also make a C or higher in each prerequisite course before progressing to the next course(s). All IE/MBA students are required to maintain their GPA at or above a 3.0 each semester. A GPA below 3.0 will result in immediate dismissal from the MBA portion of the program.

This program prepares the student for in-depth learning of specific areas in ISE which their strong computer-based skills provide advanced solution development and implementation. The curriculum requires a minimum of 152 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 OU Engineering degree requirements.

All Gallogly College of Engineering students are required to make a minimum grade of C in each course presented for the degree. Students must also make a C or higher in each prerequisite course before progressing to the next course(s).

Graduate Study

Areas of Specialization

Computational Optimization
Research in computational optimization includes large-scale discrete and continuous optimization problems, focusing on optimization under uncertainty, robust optimization, and interior point methods. Research includes fundamental methodological investigations as well as applications in manufacturing, healthcare systems, workforce planning, terminal operations, weather prediction, and financial engineering. Recent investigations include the development of algebraic modeling software for mathematical programming, kernel methods in machine learning, network algorithms, and the design of mathematical decomposition algorithms for solving large-scale decision problems.

Design & Manufacturing
The main areas of interest in manufacturing research focus on process tribology and shape engineering. Tribology research examines new techniques, including adaptive sensing, tolerances, process planning, fixturing, and NC path planning, to characterize and measure surfaces. Shape engineering research deals with the creation of a system’s repair or replacement parts by rediscovering principles of the device or system’s operation and includes aerospace and biomedical applications. Applications are found in maintenance, repair, and overhaul of large-scale systems. Other areas of interest in manufacturing include metrology and computer aided design for manufacturing. Effective design reduces the difficulties associated with the product life cycle considerations of sustainability, maintenance, repair and overhaul. Our focus is on the simulation-based design of large-scale systems. Engineering design research incorporates uncertainty and collaboration into the engineering design process, and recent research has integrated materials design into traditional functional design.

Engineering Education
Engineering education research in the School of Industrial and Systems Engineering is aimed at understanding student success in engineering through studies addressing pedagogical issues, student learning, and issues relevant to recruitment, retention, and graduation of a diverse student population.

Human Factors
Human factors research programs deal with the evaluation of human performance in applied environments, including air traffic control, aeronautics, military deployment, and aging and disabled populations, with emphases on cognitive performance assessment and human computer interaction. Other areas of interest include information systems design, product design, and work place design. Research has recently examined air traffic control displays, manipulation of multiple devices, and evaluation of computer-based testing systems.

Logistics and Supply Chain Management
Researchers in logistics and supply chain management develop models and algorithms that solve complex logistics problems within a supply chain (such as inventory inaccuracy analysis and fleet routing), as well as coordinate functions and stages across single- or multiple-industry supply chains. Further topics include production planning and control, order promising, supply chain design, and enterprise applications integration. Recent investigations include vehicle routing, security resource planning, freight flow models, and risk-based interdependency modeling.

Reliability Engineering
Educational and research interests in reliability engineering lie in the application of probability and statistics to improve the reliability-based decision making process. Course topics include probability treatments of time to failure and reliability, reliability-based system design, statistical process control, and distribution fitting. Research topics include reliability centered maintenance decision making, maintenance supply chain coordination, and supplier selection for maintenance, repair, and overhaul operations.

Systems Modeling
Our researchers in systems modeling are interested in the development of theory, methodology, and applications toward understanding the behavior of large-scale systems as well as fundamental research and applications of simulation models and stochastic systems. Particular focus areas include systems analysis and synthesis, risk analysis, decision making under system uncertainty, simulation and stochastic modeling, statistical analysis of simulation outputs, and computational results of system models.

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 programs in industrial engineering are usually accepted for advanced study without prerequisite coursework. Graduates of programs in other fields may be required to take undergraduate courses in industrial and systems 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)
The Master of Science degree with thesis option is recommended for students desiring a sound fundamental knowledge of Industrial and Systems Engineering with some degree of specialization. The Master of Science degree requires at least 30 credit hours, including nine credit hours of core (ISE 5013, ISE 5023 and ISE
and six credit hours for the thesis. For the remaining hours, a student must select at least 15 hours of industrial and systems engineering courses. Up to nine hours of non-industrial and systems engineering electives (approved by the graduate committee and not required for the industrial engineering undergraduate degree) may be used for the degree. The thesis is to be defended in a final oral examination. 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 (Non-Thesis Option)
The Master of Science degree with non-thesis option is recommended for those students wishing to extend and enhance their undergraduate understanding of industrial and systems engineering.

This degree requires at least 33 credit hours, including nine credit hours of core (ISE 5013, ISE 5023 and ISE 5033). For the remaining 24 hours, a student must select at least 15 hours of industrial and systems engineering courses. Up to nine hours of non-industrial and systems engineering electives (approved by the graduate committee and not required for the industrial engineering undergraduate degree) may be used for the degree. A zero-credit-hour comprehensive examination must be completed in the final semester of enrollment. No 3000-level courses and no more than six hours of 4000-level courses with graduate credit can be counted towards the Master of Science degree.

Doctor of Philosophy
The Doctor of Philosophy degree prepares the student to perform cutting-edge research in an area of study within the profession of Industrial and Systems Engineering. A qualifying examination will be given to the doctoral student within the first 18 hours of coursework. 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 nine credit hours of core (ISE 5013, ISE 5023 and ISE 5033). 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 Professor Randa Shehab, Director of the School, or Professor Janet K. Allen, Graduate Liaison.
Weitzenhoffer Family College of Fine Arts

122 Fred Jones Art Center
Norman, OK 73019-3021
Phone: (405) 325-7370
FAX: (405) 325-1667
Internet: http://www.ou.edu/finearts/

- School of Art and Art History
- School of Dance
- Peggy Dow Helmerich School of Drama
- School of Music
- A. Max Weitzenhoffer School of Musical Theatre

Administrative Officers

Mary Margaret Holt, M.F.A., Interim Dean
Rozmeri Basic, Ph.D., Associate Dean and Professor of Art History
Todd Stewart, M.F.A., Interim Co-Director, School of Art and Art History; and Rozmeri Basic, Ph.D., Interim Co-Director, School of Art and Art History
Mary Margaret Holt, M.F.A., Director, School of Dance
Tom Huston Orr, M.F.A., Director and James Garner Chair, Peggy Dow Helmerich School of Drama
Lawrence R. Mallett, Ph.D., Director, School of Music
Paul Christman, M.M., Director, A. Max Weitzenhoffer School of Musical Theatre

General Information

The College of Fine Arts includes the Schools of Art and Art History, Dance, Music, the Peggy Dow Helmerich School of Drama, and the A. Max Weitzenhoffer School of Musical Theatre. Each unit offers degree programs at the undergraduate level. In addition, the schools of Art and Art History, 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 1903, was the fourth college to be founded at The University of Oklahoma. Today, the college includes the Schools of Art and Art History, Dance, Music, the Peggy Dow Helmerich School of Drama, and the A. Max Weitzenhoffer School 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.

“Think about what our university would be like without our incredible programs in music, dance, drama, musical theatre, opera, the visual arts and our museums. We would be greatly diminished. Great universities not only develop the mind and the body, ... they also enlarge the spirit. Think about our own lives without the fine arts. We would be locked within the boundaries of our own narrow life experience. Limited by our own imaginations, limited to our own individual creativity. It's the arts that tear down the limits and open up the boundaries that feed our souls and speak to those things that are deepest within us. The arts not only touch us individually, they provide the spark of creativity for our entire society. So thank you to all of those who work so hard to achieve such incredible excellence at the Weitzenhoffer Family College of Fine Arts. Thank you for all you do to enlarge the life of the University of Oklahoma.”
David L. Boren, President’s Concert, April 20, 2013

Scholarship Information

Students who are majors in the Weitzenhoffer Family College of Fine Arts are encouraged to apply for scholarship support. A number of scholarships and awards are available to qualified students each academic year. Applications for scholarships and awards are available through ozone.ou.edu to students each spring semester and are awarded for the next academic year. The individual Schools within the Weitzenhoffer Family College of Fine Arts award scholarships based on specific criteria regarding a student’s major, talent, merit or need. Initial scholarship considerations and offers are made following admission auditions in the spring. On occasion, the Dean’s office grants minimal scholarships to students who have exhausted all other financial resources. Scholarships awarded by the dean are based on merit, special financial need, and unusual circumstances. Additional non-departmental scholarships and financial aid are available through the University of Oklahoma office of Financial Aid Services through ozone.ou.edu. These applications must be made separately, but often with departmental assistance.

Special Facilities

Facilities at the School of Art and Art History include classrooms and studios for foundations, painting, drawing, printmaking, sculpture and ceramics, as well as darkrooms, film and video editing rooms, and computer laboratories. Additional studio spaces are located at the newly renovated Studio Annex located in northwest Norman. 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 Art 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 and Art History, 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. The Mary and Howard Lester wing of the museum 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, and a museum store.
The Donald W. Reynolds Performing Arts Center, formerly known as Holmberg Hall, includes the renovated 700-seat performance hall featuring a domed ceiling, modern acoustical features and a stage tower. An 18,000-square-foot facility on the west side of Holmberg Hall for the School of Dance includes state-of-the-art studios, media center, offices, and a gallery/reception area.

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 250-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, MIDI 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 and other performances). 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

Academic Advising Staff

Susie Broach, M.H.R., Coordinator, Undergraduate Programs
Elizabeth Nunley, M.S., Senior Academic Counselor

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://www.ou.edu/checksheets/fine-arts.html);
- Keep apprised of his/her degree completion progress via Degree Navigator (https://degree.ou.edu);
- 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.
- Students who have questions regarding policies, procedures or resources should contact one of the advisors in Student Services of the Fine Arts Dean’s office.

Admission and Retention

Freshman

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; 2.75 for Bachelor of Music Education majors.

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 and Art History. 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 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 for additional information and requirements pertinent to the readmission process. The student must also apply for readmission to the university through OU Admissions.

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, 2.75 for Bachelor of Music Education majors (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 of his/her major.

Academic Performance/Probation

In order to be in good academic standing in the Weitzenhoffer Family College of Fine Arts, students must maintain a minimum 2.50 GPA, 2.75 for Bachelor of Music Education majors (includes both OU retention and combined retention). Students who do not meet the minimum GPA criteria required by the college will be placed on probation. These students are required to complete an Academic Performance/Probation Contract with the Academic Counselor in the Weitzenhoffer Family College of Fine Arts Dean’s Office. The Academic Performance Contract is designed to be student specific, dependent upon each student’s individual circumstances.

Students who do not fulfill the requirements of their Academic Performance Contract will be dismissed from the Weitzenhoffer Family College of Fine Arts.

Enrollment Restriction Policy for Probationary Students

Probationary students will be restricted to a maximum of 12 hours
per semester. Exceptions will be made only at the discretion of the Dean or Coordinator of Undergraduate Programs.

**Performance Restriction Policy for Probationary Students**
Probationary students may not be cast in productions or enroll in/perform Junior or Senior recitals until they have returned to good academic standing.

**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 must make an appointment and meet with an advisor in 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 will review transfer coursework in the student's major and determine how those transfer credits will apply toward a baccalaureate degree from the college. A Course Substitution Form must be completed by the student’s faculty adviser for all unequated fine arts major specific transfer courses. The academic counselor in the Dean’s office is responsible for informing students of transferability of unequated 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 unequated 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 an accredited (4-year) institution for a baccalaureate degree.

For further regulations regarding transfer students, refer to the opening pages of this catalog as well as in subsequent sections for the Fine Arts College.

**Enrollment and Grade Information**

**Academic Course 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 combined GPA of 3.0 in order to receive overload permission. The Overload Petition form is available on the college website [http://www.ou.edu/finearts](http://www.ou.edu/finearts) under Current Students/Forms.

**Advisement**
Students registered in the Weitzenhoffer Family College of Fine Arts must be advised by a faculty adviser in their school prior to each enrollment. An Academic Advisement Form is completed and signed by the faculty adviser during the conference. This completed form is turned in to the Dean’s office that then lifts the students advising flag in the online enrollment system. The student’s faculty adviser or the student’s school is responsible for override/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://ozone.ou.edu) may be found at https://ozone.ou.edu or the Office of Enrollment Services in 230 Buchanan Hall.

**Fine Arts Orientation**
Undergraduate fine arts students are required to complete an online orientation session after they have earned 24 hours and are in their first semester in the College of Fine Arts. The session covers college policies and procedures, the advisement and enrollment process within the college and graduation issues. Students will be given access to a college packet that they may print and add to their graduation planner notebook. Instructions for completing the college online new student orientation are sent to students via OU email.

**Math Policy**
The Weitzenhoffer Family College of Fine Arts requires 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.

Completion of this requirement is tracked by the Fine Arts Dean's office. Students will receive a notification via OU email one semester prior to their deadline for fulfilling this requirement. Some schools within the college include this policy as part of their scholarship stipulations.

**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 admission and retention section.

Students wishing to change to a major in another college must meet the admission requirements and be accepted by that college before the major can be changed. The new college will complete the change of major/college request and will also request the student’s records from their previous college.

**Graduate 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. When a course 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 GPA 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. Students who have received a grade other than a W in any course, may not subsequently take the same course by advanced standing.

Independent Study (Correspondence)
University of Oklahoma regulations pertaining to the acceptance of independent study (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 independent study (correspondence) courses any time by contacting the Center for Independent & Distance Learning.
- A student may enroll in a maximum of six hours of correspondence at one time.
- If students are concurrently enrolled in independent study and in residence credit, the total number of hours for one semester may not exceed the recommended maximum shown under Academic Course Load.
- A student must be in good academic standing in order to receive permission to enroll in independent study courses.
- A student must secure written permission from the academic counselor in the Dean’s office on the independent study application form.
- Music Education majors may not enroll in EDSP 3054, Education of Exceptional Learners, by independent study.
- Undergraduate students within their last 30 hours are prohibited from enrolling in independent study 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. Questions concerning this policy should be directed to the academic counselor in the Dean’s office.

Music Education Teacher Certification
Students pursuing the Bachelor of Music Education degree in either vocal music education or instrumental music education must be admitted to the Teacher Preparation Program in the College of Education prior to enrollment in the required course sequence.

- Students should apply to the Teacher Preparation Program at the end of the sophomore year.
- Students complete and submit an Admission to the Teacher Preparation Program form to the Fine Arts Dean’s office.
- To be eligible for admission, students must complete a minimum of 24 hours of general education coursework with a 2.75 GPA from the university approved list 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; P SC 1113; ANTH/PSY/SOC 1113; HIST 1483 or 1493; Humanities.
- Students must pass the Oklahoma General Education Test. OGET results must be turned in with their admission form.
- Students must complete Submission 1 of their portfolio and release the electronic portfolio to the faculty advisor.
- Submission 1 check list must be complete and portfolio must be cleared by the faculty advisor.
- Meet with faculty adviser to complete additional forms as required (subject to change by university and State Regents).
- Take the following items to the College of Education Advising Office for entrance paperwork and course permissions: completed Admission Form; Memorandum of Understanding, Signed Certification of Eligibility form, Signed OU Talent Release form, a receipt of Background check, academic completion letter from faculty advisor; essay from MUED 1732; and OGET score, in order to be considered for full admission.

Students must have a minimum 2.75 OU retention and combined retention GPAs in order to be admitted to the Teacher Preparation Program coursework, to graduate and to be certified. Students with a GPA between 2.50 and 2.74 may petition the MUED faculty for an exemption to begin their Teacher Preparation coursework, but will be placed on Academic Probation by the College of Fine Arts until such time as their GPA is raised to the required 2.75 for graduation. Exemptions cannot be granted for students with less than a 2.50 GPA in their OU retention and combined retention GPAs. GPA exemptions approved by the MUED faculty does not guarantee admission to the Teacher Preparation Program in the College of Education.

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. The College of Fine Arts Academic Appeals Petition form with guidelines and instructions is available on the college website (http://www.ou.edu/finearts) under Current Students/Forms.

Petitions
Any departure by a student from the curriculum requirements and scholastic rules must be approved by the School and College via 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.

Petition forms in the Weitzenhoffer Family College of Fine Arts are available in the dean’s office and on the college website (http://www.ou.edu/finearts/) under Current Students/Forms. 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, petitions are available to Add a Course after the Deadline, Drop a Course after the Deadline, and a Petition for Enrollment Overload (refer to information under Academic Course 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:

- Student must have an OU retention and combined retention grade point average of 2.50 or higher. Beginning with the Summer/Fall 2013-Spring 2014 freshman/transfer class, Bachelor of Music Education majors must have an OU retention and combined retention grade point average of 2.75 or higher.
- Student must successfully complete the minimum semester hours required for the degree inclusive of general education, major coursework, and electives.
- Student must earn a C or better in each course in his/her major.
- Student must complete a minimum of 40 hours of upper-division coursework (3000-4000).
- Student must complete a minimum of 40 hours of general education requirements as outlined by the college and the University.
- Student must complete a minimum of 40 hours of liberal arts coursework as outlined by the Oklahoma State Regents for Higher Education for undergraduate degrees.
- Student must complete a minimum of 60 hours at accredited senior (4-year) institutions.
- Student must complete one general education course at the upper-division level (3000-4000) outside the student’s major.
- All college specific and university residency rules must be met.
- Student must be listed as a Weitzenhoffer Family College of Fine Arts student at the time of graduation.
- Student must complete a senior graduation check with the academic counselor in the Fine Arts Dean’s Office in his/her next to last semester.
- Student must complete a senior graduation check with the academic counselor in the Fine Arts Dean's Office in his/her next to last semester.

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://www.ou.edu/content/gened/courses.html. Always use the Search feature on the enrollment program to find current general education 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 the appropriate degree sheet.

RESIDENCE REQUIREMENTS

Residency is defined as coursework taken through any University of Oklahoma campus excluding correspondence courses.

- Candidates for an undergraduate degree must complete a minimum of 30 hours in residence at the University of Oklahoma and 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, with the exception of —
- A minimum of 15 hours of upper-division major credit must be earned in residence if a declared Bachelor of Arts in Music major.
- A minimum of 30 hours of upper-division major credit applied toward the degree must be earned in residence as a declared Art studio major.
- A student must be listed as a Weitzenhoffer Family College of Fine Arts student at the time of graduation.
- 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
- Bachelor of Arts in Art History
- Bachelor of Arts in Music
- Bachelor of Fine Arts in Art
- Bachelor of Fine Arts in Dance
- Bachelor of Fine Arts in Drama
- Bachelor of Fine Arts in Musical Theatre
- Bachelor of Fine Arts in Visual Communication
- Bachelor of Music
- Bachelor of Music Education
- Bachelor of Musical Arts
MINORS

- Minor in Art
- Minor in Art History
- Minor in Dance History
- Minor in Music

Any student wishing to declare a minor should do so in the Fine Arts Dean’s Office, 122 Fred Jones Center. Requirements for a minor must be completed prior to graduation.

*Students must audition and be accepted as a music minor before it may be declared. Acceptance in any given studio area is on a space available basis.

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 3.50 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.

HONORS DEGREES

All of the bachelor's degree programs offered by the Weitzenhoffer Family College of Fine Arts 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.

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:

- A student who has a bachelor's degree from OU or another accredited institution satisfies all general education requirements, except possibly PSC 1113 and HIST 1483 or 1493. The Oklahoma State Regents for Higher Education policy requires that all students graduating with a bachelor's degree from an Oklahoma state institution must complete U.S. Government (PSC 1113) and U.S. History (HIST 1483 or 1493).
- The student must choose a degree different from that of the prior degree(s).
- The Student must have at least 30 credit hours in residence at OU and in the Weitzenhoffer Family College of Fine Arts.
- The student must meet all university and college residency requirements.
- The student must complete all of the published requirements for the second degree, including a capstone.
- They must complete a minimum of 30 hours for the second degree after graduating with the first degree. The 30 hours must be in addition to the total number of hours completed by the student for the first degree.
- At least 15 hours of the 30 must be completed at the 3000-4000 level.
- The student must complete an Application for Graduation.
- The student must complete all of the published requirements for both degrees.
- The student must complete a capstone course for each degree.
- They must have at least 30 credit hours in residence at OU and in the Weitzenhoffer Family College of Fine Arts.
- The student must complete at least 30 hours for the second degree that are not used for the first degree. Counselors in each college will verify what is counting toward each degree.
- At least 15 hours of the 30 must be completed at the 3000-4000 level.
- The student must complete a minimum of 150 hours - 55 hours (40+15) of upper-division course work between the two degrees (64 hours [40+24] if one of the degrees is in the College of Arts and Sciences).
- 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.
- 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 and Art History, Dance, Drama and Musical Theatre.

TEN-YEAR LIMITATION RULES

The following rules must be met.

- Please refer to the Weitzenhoffer Family College of Fine Arts Readmission Policy.
- A student in the Weitzenhoffer Family College of Fine Arts may elect to graduate 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.
- 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.

A. Max Weitzenhoffer School of Musical Theatre

- Students wishing to be readmitted to the School 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 information concerning graduate work refer to the School of Art and Art History, School of Dance, the Peggy Dow Helmerich School of Drama, and School of Music.

School of Art and Art History

- Students wishing to be readmitted to the School of Art and Art History 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 performance or pedagogy, or modern performance), 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 or 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.

Degrees Offered

- Bachelor of Arts in Art
- Bachelor of Arts in Art History
- Bachelor of Fine Arts in Art
- Bachelor of Fine Arts in Visual Communication
- Master of Arts in Art History
- Master of Fine Arts in Art
- Ph.D.

General Information

The School of Art and Art History includes four broad divisions; Studio Art, Art History, Art, Technology and Culture, and Visual Communication. 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. Art, Technology and Culture includes photography, video, film, the use of technology in art, and other emergent media. Visual Communication majors become graphic designers, illustrators, production managers and other visual specialists working in design advertising and related fields.

The School of Art and Art History is the largest, most comprehensive art school in Oklahoma and is the only institution in the state to offer a master’s and doctoral program in art history. The school serves approximately 400 undergraduate and graduate students.
level students in art history, art, technology and culture, studio art, and visual communications with a faculty of 26 full-time artists, designers, scholars, a full-time Sculptor-in-Residence, the H. Russell Pitman Professor of Art History, the Charles Marion Russell Memorial Chair of Art in the American West, the Eugene B. Adkins Presidential Professor and Mary Lou Milner Carver Chair for Native American Art, and the Mary Lou Milner Carver Professor for Art of the American West. The school is dedicated to pursuing, promoting and supporting creative activity and scholarly research in the visual arts on both the undergraduate and graduate levels.

Students from Oklahoma come to the School of Art and Art History 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 an exciting and diverse blend. The school adds to this exciting atmosphere by bringing thought-provoking guest artists and scholars to campus and sponsoring 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. There is ample opportunity for students 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
- Graphic Design Association
- New Media Collective
- Print Club
- 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, and the Lightwell Gallery. Additional studio spaces for faculty and graduate students are located at the newly renovated Studio Annex located in northwest Norman and the Ceramics Facility located on South Campus. The School of Art and Art History is also home of the Charles M. Russell Center for the Study of Art of the American West. These resources are combined with the University of Oklahoma’s Libraries, including a Fine Arts Library and the Western History Collection that contains numerous archives relating to the history of the American West.

Programs for Excellence

The Charles M. Russell Center for the Study of Art of the American West 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, Distinguished Lecture Series 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 School of Art and Art History 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 numerous cultures and professional backgrounds.

The School of Art and Art History maintains and has created faculty and student exchange programs with international universities and actively participates in the University’s Study Abroad Program.

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 and Art History offers the following scholarships and fellowships:

- Frances Weitzenhoffer Memorial Fellowship (graduate students in art history);
- Robert S. and Grayce B. Kerr Fellowship (graduate students pursuing a degree in Native American Art or Art of the American West);
- Ben Barnett Scholarships (for all School of Art and Art History students);
- Madeline Colbert Steed Scholarship (for all School of Art and Art History students);
- Dan Kiacz Memorial Scholarship (printmaking);
- Selma Naifeh Scholarship (painting);
- Glennis Horn Scholarship (sculpture);
- Robert Monroe Memorial Scholarship (for all School of Art and Art History students)
- Paul and Kim Moore Scholarship (sculpture);
- Moore Family Scholarship (graduate students pursuing a degree in Native American Art or Art of the American West);
- Paul and Kim Moore Sooner Schooner Scholarships (graduate students pursuing a degree in Native American Art or Art of the American West);
- Roger Sprague Scholarship (painting);
- Amy West-Strain (awarded to one incoming freshman and follows that person through graduation);
- Victor Koshkin-Youritzin Scholarship (art history); and
- Resident and Non-Resident Tuition Waivers.

For further information, please write to:
School of Art and Art History
University of Oklahoma
520 Parrington Oval, Room 202
Norman, OK 73019-3011; or visit the School’s website at http://www.ou.edu/finearts/art_arthistory.html.

Laptop Requirement

Students now utilize multimedia-based software in both the classroom and the studio. To ensure that students have adequate access to the software and programs needed for creative and scholarly work, the School of Art and Art History requires newly admitted BFA majors to purchase a MacBook or a laptop computer. All students are strongly encouraged to purchase a laptop, but due to the software used in our curriculum, all BFA majors must have an Apple compatible laptop.
To assist students with the purchase of a laptop, the University of Oklahoma IT Store has all the recommended specifications for School of Art and Art History degree programs.

**Undergraduate Study**

The School of Art and Art History offers two undergraduate degrees, the Bachelor of Fine Arts in Art and the Bachelor of Arts in Art History. The major specializations in the BFA in Art program include: studio art, art, technology and culture, and visual communications. A BA in Art History program is offered for art history majors.

**ADMISSION**

The School of Art and Art History 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 to OU, students seeking entry into the School of Art and Art History must make a separate application. Students must submit a portfolio or meet with the Undergraduate Coordinator for an interview. The information and application can be found online at [http://www.ou.edu/finearts/art_arthistory/applications.html.](http://www.ou.edu/finearts/art_arthistory/applications.html)

Admission to an area of specialization (Studio Arts, Art, Technology and Culture, or Visual Communications), is by portfolio review. Students who have taken studio coursework at another institution must meet with an advisor or the Coordinator for Undergraduate Studies to determine if courses can be substituted for program requirements.

**DEGREE REQUIREMENTS**

The BA in Art requires 125-135 semester hours with 51-52 hours in art and art history. Studio BFAs require 125-135 semester hours with approximately 85 semester hours in the art or design area of emphasis. The BA in Art History 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 and Art History offers a minor in Art History that is open to all undergraduates in the university. Students must complete a minimum of 18 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 and Art History office or the Weitzenhoffer Family College of Fine Arts Dean’s office.

**ART MINOR**

The School of Art and Art History offers an Art Minor which is open to all undergraduates in the University. Students must complete a minimum of 18 hours of coursework. A maximum of 6 hours of transfer credit may be applied to the minor. A minimum of 15 hours in ART and/or ATC and may take 3 hours (ARTC or A HI). 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 and Art History office or the Weitzenhoffer Family College of Fine Arts Dean’s office.

**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 electronically along with the internal School of Art and Art History 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 an online portfolio and a letter of intent. Three letters of reference will also be submitted electronically.

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.

**Doctor of Philosophy**

The requirements for admission into the Ph.D. program in art history are an appropriately related master's or equivalent graduate degree as well as meeting all of the minimum admission requirements for the University, the Weitzenhoffer Family College of Fine Arts and the School of Art and Art History, including English proficiency scores, GPA and GRE requirements as well as submitting writing samples and letters of recommendation. Writing samples and letters of recommendation should be submitted electronically to the school along with the internal School of Art and Art History Ph.D. application. If the master’s degree is less than the 36 hours required for the degree, the student will be admitted conditionally until the deficiencies are completed and the student is acceptable to the program.

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.

**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 in Art**
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.

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.

**Doctor of Philosophy**
A total of 90 hours will be required for the degree with an emphasis in Native American Art or Art of the American West. Students must take a minimum of 30 hours of Art History courses beyond the master's, 21 of which must be at the 6000-level with a 3.00 grade point average. Students may supplement those courses with approved electives in History, Anthropology, Literature, Music, Native American Studies or other areas appropriate to their studies and integrated dissertation topic. Reading proficiency in French, German or Spanish will be required as well as familiarity in native languages appropriate to specific dissertation topics. This proficiency may be met as part of the M.A. degree. Once admitted to the program, students will be evaluated annually under the existing Graduate College and School of Art and Art History guidelines for graduate students. Students must meet enrollment and residency minimums and must be making satisfactory progress toward the completion of the degree.

Students are required to present a formal dissertation proposal to their full committee and the graduate liaison following the successful completion of the general examination and prior to the approval of final dissertation work. A dissertation defense must be successfully completed before the document may be officially filed according to University of Oklahoma doctoral degree requirements.

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### 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: http://www.ou.edu/finearts/dance/

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**Faculty Roster**

Professor Emeritus Lewis; Professors Holt, Hardy; Associate  
Professors Hartel, Lindberg, Minter, Stanley; Assistant Professor  
Kozadayev; Instructors/Lecturers Herrin, Redwine.

**Degrees Offered**

- Bachelor of Fine Arts in Dance  
- Master of Fine Arts in Dance  
- Minor in Dance History

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**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, six 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. International tours are another important aspect of our students’ experience.

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 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, Austria, China 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, de Mille, Petipa, Pilobolus, Sonia Dawkins, Gerald Arpino, Donald McKayle, and Mark Dendy. 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 Balerina 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.

ADMISSION
The School of Dance follows the admission requirements of the University of Oklahoma and the Weitzenhoffer Family College of Fine Arts; however, admission to a dance degree program also requires attendance at one of two annual auditions on campus. The entrance audition also serves as a placement class. All class assignments are based on proficiency. For specific audition dates and information, please contact the School of Dance administrative office (405) 325-4051.

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. These include 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 invitation to an interview and audition by the graduate faculty of the School of Dance. Completion of college and school application forms is also required. Students are expected to have completed an undergraduate degree in dance.

Peggy Dow Helmerich School of Drama
Tom Huston Orr, James Garner Chair and Director
Kae Koger, Graduate Liaison
121 Beatrice Carr Wallace Old Science Hall
Norman, OK 73019-3091
(405) 325-4021
FAX: (405) 325-0400
Internet: http://www.ou.edu/finearts/drama.html

Faculty Roster
Professors Orr, Pender; Associate Professors Ellis, Koger, Sadler, Shaughnessy, Young; Assistant Professors Cracknell, McDaniel, Mortimer, Sprecker; Professors Emeritus Buchwald, Cook.

Degrees Offered
• Bachelor of Fine Arts in Drama
• Master of Arts

Mission Statement
The mission of the University of Oklahoma Peggy Dow Helmerich School of Drama is to educate theatre artists, scholars and teachers, preparing them to enter their professions with a knowledge of evolving industry standards; to perpetuate theatrical art by encouraging and nurturing the development of new artistic endeavors; and to provide a variety of theatrical productions and programs of excellence to Oklahoma audiences.

General Information
The Peggy Dow Helmerich School of Drama strives to prepare students for professional careers in theatre and the greater entertainment industry. 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.

Our 11:1 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
- Alpha Psi Omega
- Spacechangers
- Student Theatre Initiative

Programs for Excellence
OU’s Helmerich School of Drama is the second oldest dramatic training institution in the nation, and has a long, distinctive history and a reputation for excellence. This performance-based degree is supported by diverse production options performed in our five spaces and the Helmerich Camera Action Studio. On the mainstages, an average of three plays, two musicals, three dance productions and two operas comprise the University Theatre season (nine-month academic year). In the Lab Theatre in Beatrice Carr Wallace Old Science Hall and the Gilson Studio Theatre another four to five plays are mounted, including two senior directed productions. Throughout the year, students hone their skills in a professional and challenging production season.

The Helmerich School of Drama has been the birthplace of several world and regional premiers. The school’s commitment to new works adds to the exciting atmosphere that permeates the student’s academic career. The Faith Broome Playwright in Residence Program and the Faith Broome Young Playwrights’ Festival are pivotal in our effort to expose our community to new works. Students are encouraged to attend a number of professional auditions each year and our local patrons group, the Theatre Guild, provides significant travel grants to assist in this endeavor. The School of Drama is active in the Kennedy Center American College Theatre Festival, having been invited to compete on the national platform for seven out of the last ten years.

Performance majors must audition each semester for upcoming productions. Auditions are held twice a year, in 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, student productions and film projects. 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 Helmerich School of Drama administrative offices are located at 121 Wallace 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 Fine Arts 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 OU Arts District 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, Wallace Old Science Hall houses the 75-seat Lab Theatre, the 65-seat Gilson Studio Theatre, faculty and administrative offices, a design lab, and the Drama Library.

The season auditions are open to all students in the University. Classes in many aspects of theatre are offered to non-majors for elective credit.

Scholarship Information
A number of scholarships and awards are available to qualified students. Applications for scholarships through the online process located on our webpage. 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. The following drama scholarships are available to qualified students:
- Ben Barnett Scholarships
- Theatre Guild Scholarships
- Max Weitzenhoffer Scholarship in Scene Design
- Mary Clarke Miley Scholarships
- Tuition Waiver Scholarships
- Non-Resident Tuition Waiver Scholarships
- The E. Franklin Gilson Professional Development Grant
- The Nicole Poole Scholarship
- Lindsay Stewart Stage Management Scholarship
- Amy Elizabeth Boe Character Acting Scholarship
- Through a very generous endowment from Walter and Peggy Helmerich, the School of Drama is now able to offer an additional scholarship to our students. The Peggy Dow Helmerich Drama Scholarships are awarded based on financial need and demonstrated talent.

At the close of each academic year the School of Drama recognizes individual achievement in an awards ceremony. Many of the awards carry cash prizes. These awards are:
- The Van Heflin Award
- The Weitzenhoffer Award
- The Buffalo Mask Awards
- Rupel J. Jones Directing Award
- Ida Z. Kirk Acting Awards
- Charles C. Suggs Stage Management Award
- L. Mortensen Award for Technical Excellence
- Helen F. Lauterer Costuming Award
- Raymond D. Larson Scene Design Award
- Oscar G. Brockett Dramaturgy Award
- Amy Elizabeth Boe Character Acting Awards

Undergraduate Study
The Helmerich 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 and/or graduate study in dramaturgy, theatre history, directing or playwriting;
• Stage Management—for undergraduate students interested in pursuing a career in stage management;
• Technical Production—for undergraduate students interested in pursuing careers in related technical fields.

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, scene 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 School of Musical Theatre.

ADMISSION
The Helmerich 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 126-136 credit hours, of which approximately 86 hours come from within the school, a minimum overall grade point average of 2.50 and a minimum 2.50 GPA in OU work. 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. 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, admission, advancement toward degree, and career options.

Students considering a major in drama should contact the School of Drama Office 121 Wallace 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

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.

School of Music
Lawrence R. Mallett, Director
Roland Barrett, Associate Director
Brian Dobbins, Assistant Director for Undergraduate Admissions & Scholarships
Sarah Ellis, Assistant Director for Undergraduate Curriculum & Advising
Sanna Pederson, Assistant Director for Graduate Studies
138 Catlett Music Center
Norman, OK 73019-2071
Phone: (405) 325-2081
Fax: (405) 325-7574
Internet: http://www.ou.edu/finearts/music.html

Faculty Roster

Degrees Offered
• Bachelor of Music
• Bachelor of Music Education
• Bachelor of Musical Arts
• Bachelor of Arts in Music
• Master of Music
• Master of Music Education
• Doctor of Musical Arts
• Doctor of Philosophy

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 creativity 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 Catlett Music Center 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 F. Sharp Concert Hall, Morris R. Pitman Recital Hall, and Grayce B. Kerr Gothic Hall. The Donald W. Reynolds Performing Arts Center houses faculty offices and the restored Holmberg auditorium used by the OU Opera Theater. Studios for the voice and piano faculty members are currently located in Carpenter Hall.

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.

Programs for Academic Excellence

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 Singers, University Chamber Ensemble, Opera Chorus, Women’s Chorus, Singing Sooners, 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 regarding 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, Opera Chorus, University Chorale or Women’s 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 and cash scholarships are awarded on the merits of the audition for admission to the School of Music, and renewal is based on the student’s musical and academic performance each year. Students are eligible for other scholarships and awards once they have matriculated to the University of Oklahoma. Information about these awards is available at: http://www.ou.edu/scholarships. Additional financial aids are available to qualified students through the University of Oklahoma Office of Financial Aid Services at: www.ou.edu/financialaid.html.

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. 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. 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 audition and be accepted into a studio 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. Students with prior experience on the piano may take a piano skills examination to determine placement in an appropriate piano class or private study.

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 Arts in Music must satisfactorily meet the following special requirements.

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 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).

- Candidates for the Bachelor of Music degree must present two public recitals, the Junior Recital and the Senior Capstone Experience (paper and recital).
- 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.
- Candidates for the Bachelor of Arts in Music degree must complete a research project resulting in a substantial paper as the Senior Capstone Experience. This paper should reflect careful examination of an aspect of the student’s musical study.

Validation of Transfer Credit for Applied Study
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.

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
All Freshman must earn Satisfactory (S) attendance of one semester of MUTE 1000 for graduation. In addition, candidates for all Music degrees must present three 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).

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.

This regulation concerning the limited repetitions of a course does not apply to applied music study nor to ensemble study.

Graduate Study
As of Fall 2013, the School of Music at the University of Oklahoma offers the following graduate degrees with the majors, concentrations, and tracks noted.

Master of Music (M.M.) degree:
- Composition
- Choral Conducting
- Church Music
- Performance
- Instrumental Conducting, with tracks in band and orchestra
- Musicology
- Music Theory
- Organ
- Church Music
- Organ Technology
- Performance
- Piano
- Performance
- Performance and Pedagogy
- Voice
- Opera
- Performance
- Wind, Percussion, String Performance with tracks in most band and orchestral instruments

Master of Music Education (MME) degree:
- Instrumental
- Primary Instrument
- Secondary Instrument(s)
- General
- Kodály Concept
- National Board Certification
- Vocal/General
- Conducting
- Choral
- Instrumental
- Piano Pedagogy

Doctor of Musical Arts (DMA) degree:
- Composition
- Conducting
- Choral
- Church Music
- Orchestral
- Wind
- Organ
- Church Music
- Performance
- Piano
- Performance
- Performance and Pedagogy
- Voice Performance
- Wind, Percussion, String Performance with tracks in most band and orchestral instruments

Doctor of Philosophy (PhD) degree:
- General
- Kodály Concept
- Choral Conducting
- Instrumental Conducting
- Piano Pedagogy
Brief overviews of the degree programs

Master of Music degree
- Requires satisfactory completion of thirty-two (32) hours of approved graduate-level coursework.
- The degree is designed to be completed over four semesters of full-time enrollment.
- All Master of Music performance and conducting degrees culminate in both a recital and a Final Comprehensive Examination.
- The Master of Music in Composition culminates in a recital and defense of a thesis.
- The Master of Music degrees in Musicology and Music Theory require defense of a thesis.
- Degree must be completed within five (5) years of the first coursework applied to the degree.

Master of Music Education degree
- Requires satisfactory completion of thirty-two (32) hours of approved graduate-level coursework.
- Because many Master of Music Education students are working teachers, we make an effort to provide much of the required coursework during Summer sessions. It is not possible at present, however, to complete the Master of Music Education with Summer study only.
- With the approval of the advisor, Master of Music Education students, except for those in the Kodály concentration, may choose either to take a Final Comprehensive Examination or to write and defend a thesis.
- A recital is an elective option for Master of Music Education students.
- Degree must be completed within five (5) years of the first coursework applied to the degree.

Doctor of Musical Arts degree:
- The program requires satisfactory completion of ninety (90) credit hours of approved coursework beyond the Bachelor's degree. In most instances, the first thirty-two (32) of these hours come from the Master's degree.
- All DMA programs, except Composition, require three major public performances (recitals, lecture/recitals, workshops, etc.) as required by the specific program) and defense of a written document.
- The DMA Composition requires 2 major public performances and a written document.
- Each student is required to be “in residence” (i.e.: enrolled as a full-time student) for at least two consecutive 16-week semesters (i.e.: Fall and Spring or Spring and Fall).
- Each student is expected to complete all required coursework and at least one major public performance (or more, depending upon the degree program) within four (4) years of taking any coursework beyond the thirty-two (32) hours of the Master's degree. At that time, the student must pass the General Examination.
- Assuming satisfactory completion of the General Examination within the allowed timeframe, the student will have 5 years from that semester to complete the degree, including any remaining major public performances and successfully proposing, completing, defending, and depositing two (2) copies of the written document in the library and submitting an electronic copy of the document to the Graduate College.

Doctor of Philosophy degree:
- The program requires satisfactory completion of ninety-three (93) credit hours of approved coursework beyond the Bachelor's degree. In most instances, the first thirty-two (32) of these hours come from the Master's degree.
- Each student is required to be “in residence” (i.e.: enrolled as a full-time student) for at least two consecutive 16-week semesters (i.e.: Fall and Spring or Spring and Fall).
- Each student is expected to complete all required coursework within four (4) years of taking any coursework beyond the thirty-two (32) hours of the Master's degree. At that time, the student must pass the General Examination.
- Assuming satisfactory completion of the General Examination within the allowed timeframe, the student will have 5 years from that semester to complete the degree, including successfully proposing, completing, defending, and depositing two (2) copies of the written document in the library and submitting an electronic copy of the document to the Graduate College.

For further information, please access the School of Music website at http://music.ou.edu or call the Graduate Music Office at (405) 325-5393.

A. Max Weitzenhoffer School of Musical Theatre

Paul Christman, Director
104 Carpenter Hall
Norman, OK 73019-4091
Phone: (405) 325-0538
Fax: (405) 325-7663
Internet: musicaltheatre.ou.edu

Faculty Roster
Professors Christman, Cramer; Associate Professors Leseney, Mortimer; Assistant Professors Churchman, Reynolds-Reed, Walker; Chair Emeritus Kunesh.

Degrees Offered
- Bachelor of Fine Arts in Musical Theatre

General Information
The A. Max Weitzenhoffer School of Musical Theatre at the University of Oklahoma is the only independent school of musical theatre in the country. With an innovative and challenging curriculum, impressive faculty and a select student body, OU Musical Theatre provides its students with the best of two worlds — conservatory-style training within a dynamic liberal arts university environment. In the midst of an intensive, world-class program of study in the arts, OU Musical Theatre gives students unique opportunities to broaden their knowledge with a wide array of possibilities outside of the School. Apart from offering a high caliber faculty, curriculum and performance opportunities, the goal of OU Musical Theatre is to provide its students with the necessary...
training and tools to make them highly marketable, employable and successful both on stage and off.

Born out of a generous gift from acclaimed Broadway producer and OU School of Drama graduate A. Max Weitzenhoffer, in 1998, the School of Musical Theatre stands along with the Weitzenhoffer Family College of Fine Arts as a testament to the University of Oklahoma’s continued commitment to the fostering of artistic talent. OU Musical Theatre bridges the gap between past and present, uniting a University steeped in tradition and history with a fresh and contemporary outlook toward the future of Musical Theatre.

In its relatively short history, the Weitzenhoffer School of Musical Theatre has established itself as one of the premier musical theatre programs in the country, graduating students who perform on Broadway, in Europe, with national tours, at regional theaters, and in film and television.

Programs for Excellence

The A. Max Weitzenhoffer School of Musical Theatre is one of the very few comprehensive and balanced musical theatre programs offered at a publicly supported university. Its conservatory type atmosphere is unique in a liberal arts university setting. The School is an interdisciplinary degree program working cooperatively with other units in the Weitzenhoffer Family College of Fine Arts. This performance-based degree is involved with and supported by a multitude of diverse theatrical and performance opportunities ranging from fully produced musicals, dramas, dance and cabarets. These opportunities provide the students with a wide variety of experiences in which they can put classroom skills into practice.

A special feature of the A. Max Weitzenhoffer School of Musical Theatre is its commitment to the development of new properties through its unique partnering arrangements with recognized producers, regional theatres and creative artists who are leaders in the professional theatre world. The School has worked on such projects as "Something Wicked This Way Comes," "Ordinary Days," and "Love, NY" with up-and-coming writers, composers and lyricists. Networking with Broadway casting directors and agents has led to numerous professional performance opportunities for our students upon graduation.

During the summer, faculty members work professionally in a variety of musical theatre venues; in addition, a majority of students in the School secure summer employment with professional theatres and entertainment venues throughout the country.

Special Facilities and Programs

The School’s administrative and faculty offices are located in Carpenter Hall. The Musical Theatre dance studios and performance classrooms are also located here, along with all voice studios, administrative offices and student lounge. 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 Musical 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 performances, faculty studios and the School of Dance offices.

The A. Max Weitzenhoffer School of Musical Theatre presents two main stage productions each year. Many of our students also participate in other University Theatre productions. Additional opportunities include cabaret, revue, and workshop performances.

Scholarship Information

A number of scholarships and awards are available to qualified students each academic year. Initial scholarship considerations and offers are made following admission auditions in the spring. Returning students apply for scholarships and waivers, these are available through ozone.ou.edu. Additional non-departmental scholarships and financial aid are available through the University of Oklahoma’s office of Financial Aid Services through ozone.ou.edu. These applications must be made separately.

For specific information and deadlines, contact the A. Max Weitzenhoffer School of Musical Theatre’s office at musicaltheatre@ou.edu or (405) 325-0538.

Undergraduate Study

ADMISSION

Admission to the School of Musical Theatre is a two-part process, involving a pre-audition (either through an electronic video submission or by attending regional or national audition events such as Unifieds) as well as an On-Campus Admission Audition. In order to reserve your spot at an On-Campus Audition, you must be called back from your pre-audition. For more specific audition information, please visit our website at musicaltheatre.ou.edu.

PROFICIENCY EVALUATION

Review of a student’s progress for continuation in the School will occur during the spring semesters of their freshman, sophomore, and junior years. Academic and artistic progress will be evaluated during this period accompanied by career counseling.

Degree Requirements

The A. Max Weitzenhoffer School of Musical Theatre requires a minimum of 120 semester hours, including specific musical theatre, drama, music, dance, and general education requirements. A minimum of 40 hours must be completed at the upper-division level. A sophomore performance exam must be successfully completed for admission into upper-division drama courses. All musical theatre 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 all musical theatre, drama, dance, and music courses. Successful completion of a senior capstone experience is required. For additional graduation regulations, students should refer to that section in the general Weitzenhoffer Family College of Fine Arts information. Students are advised each semester by the School faculty concerning enrollments, advancement toward degree and career options.

Students considering Musical Theatre as a major should contact the School’s office, 104 Carpenter Hall, or (405) 325-0538 for curriculum requirements, admission guidelines, scheduled admission audition dates, scholarships and awards.
Graduate College

Norman Campus
731 Elm Avenue
213 Robertson Hall
Norman, OK 73019-2115
Phone: (405) 325-3811
FAX: (405) 325-5346
TDD: (405) 325-6914
email: gradinfo@ou.edu
Internet: http://ou.edu/gradweb

Tulsa Campus
4502 E. 41st St.
Tulsa, OK 74135
Phone: (918) 660-3660
Internet: http://tulsagrad.ou.edu
email: tulsainfo@ou.edu

The objective of the Graduate College is to guide, support and enhance the educational experience of every graduate student at the university.

General Information

Graduate College Administrative Officers
T.H. Lee Williams, Ph.D., Dean of the Graduate College
William O. Ray, Ph.D., Dean of the Graduate College in Tulsa (also Vice President for Tulsa Academic Affairs and Vice Provost for Norman Programs in Tulsa)
Janis M. Paul, Ph.D., Associate Dean of the Graduate College (also Director of the English Assessment Program)

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 to C. Ross Hume. The Graduate School was formally organized in 1909, and in 1929 the first doctoral degree was awarded to Dr. Mary Brown. 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 Doctor of Education 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.

AUTHORITY AND RESPONSIBILITY OF THE GRADUATE COLLEGE

The goal of the Graduate College is to guide, support and enhance the educational experience of every graduate student at OU. The Graduate Council and the Dean of the Graduate College supervise and evaluate the academic units of the university that offer master’s and doctoral degrees to ensure quality, observance of policy and academic excellence in all areas of advanced study.

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 carefully monitors the performance of all graduate students. Final determination of a student’s graduate status, from admission through graduation, rests with the Dean of the Graduate College.

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 merely provides 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 Alumni Fellowship, Foundation Fellowship, Kenneth L. Hoving Fellowship, Hudson Fellowship and McNair Fellowship.

Additional programs, like the Eddie Carol Smith Scholarship, Robberson Travel and Research grants and the International Travel Scholarship, seek to reward and encourage scholars conducting and presenting original scholarship at the highest levels.

Dissertation Awards and Graduate Teaching Awards in three categories are given annually to reward excellence in dissertation research and teaching, respectively. The awards include a certificate and a monetary prize.

The Graduate College sponsors an annual Research and Performance Day. Cash prizes and certificates are awarded for excellence in research and presentation.

For more information on these programs and others that may be available, please visit the Graduate College website.

Research Programs

Research is a 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 2014, 571 grants and contracts were awarded totaling $93.8 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. Information about current research projects is available from each academic department.

Graduate students who are unsure of the norms in their department for identifying research themes and faculty advisers are encouraged to contact the graduate liaison in their academic unit for guidance on how to proceed.

Use of Human Subjects in Research

All research involving human subjects or the use of data generated via human subjects research performed by faculty, staff or students at the University of Oklahoma Norman or Tulsa campus or at Cameron University, 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. 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: http://irb.ou.edu.

If you have questions about compliance or the IRB approval process, you may contact the Office of Human Research Participant Protection at (405) 325-8110 or email irb@ou.edu.

Use of Vertebrate Animals in Research
All research performed on live vertebrate animals or teaching that uses live vertebrates must be described for review and approval by the University of Oklahoma - Norman Campus Institutional Animal Care and Use Committee (OU-NC IACUC) prior to obtaining animals and data collection. The primary role of the IACUC is to ensure compliance with the U.S. Animal Welfare Act and Amendments and to ensure that animals receive humane care during procedures in accordance with federal regulations of the U.S. Department of Agriculture (USDA) and the Office of Laboratory Animal Welfare of the Public Health Service (OLAW/PHS).

If you have questions on the IACUC review process, you may contact the Office of Laboratory Animal Resources (405) 325-2609 or visit the website http://iacuc.ou.edu.

Patent Policy
The University of Oklahoma Intellectual Property Policy governs the ownership of certain inventions made by university students, staff and/or faculty members. The policy provides, in part, that all discoveries and/or inventions, patentable or not patentable, which are made or conceived of while the inventor is a student at the university with substantial use of university facilities not normally made available to students, or are made with funds provided by or through the university (including research funds), are the property of the university. The policy protects and offers substantial benefits to the inventor, while simultaneously protecting the university’s interests in the invention. Students and faculty members are expected to be familiar with their rights and obligations under the University Intellectual Property Policy and to promptly report any inventions as outlined in the policy. The policy may be viewed online in section 3.29 of the Faculty Handbook.

Please be aware that the University Intellectual Property Policy is subject to revision at any time, and the most current version of the policy is available online. Students who make an invention or discoveries that is covered under the stated conditions should contact the Intellectual Property Management Office at (405) 325-3800 or via email at ipmo@ou.edu.

Embargo Policy for Theses and Dissertations
The University of Oklahoma Graduate College is committed to making research available to the broadest possible community. Open access to research supports the values of learning, teaching and peer review essential to our academic standing and integrity; it allows scholars to disseminate their work to the widest audience; and it supports the discovery and advancement of knowledge for all. Therefore, University of Oklahoma theses and dissertations are presented at open oral defenses and are made accessible in print form on our library shelves. Dissertations are also made globally accessible in digital form in the SHAREOK Repository.

However, in some situations and some disciplines, it may be advisable to delay immediate access to a thesis or dissertation. Upon request, the Graduate College will approve embargo of a thesis or dissertation for a limited period, provided good cause is demonstrated. An embargo postpones the date on which a thesis or dissertation will become broadly accessible. However, an embargo does not waive the final deposit requirement—a student who receives approval for an embargo will still need to deposit the final thesis or dissertation in order to fulfill graduate degree requirements.

The complete Graduate College Policy Regarding Embargoes of Theses and Dissertations is available in the Thesis Instruction Packet and Dissertation Instruction Packet. Because the landscape of open access publication is rapidly changing, the Graduate College will revisit its embargo policy periodically.

Graduate Student Travel for Academic Purposes
Graduate students who will travel overseas under the conditions listed below must register the travel with OU. If you plan such travel, please read the categories of Student Travel Abroad experiences below and follow the instructions for the type of travel in which you will participate.

Category 1
• Activities which are specifically part of a program requirement for transcripted credit in the Graduate College, such as formal coursework or thesis/dissertation research, activities which are sponsored in some way by OU through faculty funding or scholarships, and activities that involve a faculty taking a group of students for an educational experience abroad.

If your travel meets the requirements for category 1, please email Education Abroad at ea@ou.edu to begin the registration process.

Category 2
• Travel which is not included in the scope of what is listed in category 1.

If your travel meets the requirements for category 2, please complete the following steps to register your travel with the Graduate College.
  o Fill out the Graduate Student International Travel Notification (Word) form and submit it to the attention of Suzanne Peters in the Graduate College, 213 Robertson Hall.
  o When a graduate student intends to travel to a country for which the State Department has issued a travel warning, the student is required to meet with the Associate Dean of the Graduate College before the trip to discuss the circumstances of the trip and to sign a statement releasing the university from liability.

Students who will be conducting research overseas may need approval from the OU Institutional Review Board (IRB) before conducting any research activities. It is your responsibility to contact the IRB office to obtain any approval that is necessary.

U.S. law limits the exportation of certain items, technology and software to certain foreign destinations. U.S. government approval may be required in some situations, including but not limited to, temporary exportation of OU equipment or property, in-country activities in certain countries (Cuba, Iran, North Korea, Sudan and Syria) and interactions with foreign military units and forces, regular or irregular, in any country. It is your responsibility to
Qualified students apply during the junior year of the undergraduate program and are admitted to the undergraduate portion of the Accelerated Degree Program. Students then begin the pursuit of both an undergraduate and graduate degree via either the sequential or simultaneous model, as explained in the sections below.

### Accelerated Degree Offerings

Complete list of the Accelerated Degrees offered at the University of Oklahoma

### Admission and Retention Requirements

Admission and retention requirements are higher for Accelerated Degree Program (ADP) students than for students in stand-alone programs.

- A student must have a minimum 3.0 overall GPA in order to be admitted into the undergraduate portion of the ADP. There will be no exceptions to the GPA requirement; conditional admission will not be permitted.
- A student must meet the Graduate College admission criteria stated in the Graduate College Bulletin to be admitted to the graduate portion of the ADP. There will be no exceptions to the GPA requirement; conditional admission will not be permitted.
- The GPA will be monitored by the undergraduate college while the student is in the undergraduate ADP code. If the undergraduate GPA, the graduate GPA, and/or the overall GPA fall below a 3.0, the student will be removed from the ADP. Readmission to the ADP will not be permitted.
- Once admitted to the graduate ADP code, the GPA will be monitored by the Graduate College. If the graduate GPA and/or the overall GPA fall below a 3.0, the student will be removed from the ADP. Neither readmission to the ADP nor academic probation will be permitted.
- If a student does not maintain the standards of an ADP, he or she will not be allowed to continue in the ADP and will no longer have the privilege of sharing hours between the two degrees. The student can, however, apply for the stand-alone graduate program. In this case, applicable graduate courses taken as an undergraduate but not applied to the undergraduate degree may not exceed 12 total hours and are subject to course age limits outlined in the Graduate College Bulletin.
- Upon admission to the undergraduate portion of the ADP, the undergraduate college will notify the Graduate College by submitting the ADP Conditions and Limitations form.
- Once the student is admitted to the undergraduate ADP, the department will engage, assess and grade the student as a graduate student; however, the student will be considered an undergraduate with regard to funding opportunities.
- Graduate courses to be applied to the graduate degree and completed prior to admission to the graduate ADP must be taken while the student is in the undergraduate ADP code. For any courses taken prior to admission to the undergraduate ADP, the student should complete the Application for Graduate Credit for Courses Taken during the Junior/Senior Years.

The Accelerated Degree Program (ADP) operates in two ways, **sequential and simultaneous**, depending upon when the degrees are awarded.

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**Graduate Assistant Integrity**

Graduate assistants make a vital contribution to the university at every level. As teaching and research assistants, they carry on the highest levels of intellectual inquiry; as professionals in training, they connect the university to the community and the world. In these roles, graduate assistants represent not only the student body but the university as whole. Therefore, the university expects graduate assistants to conduct themselves with the highest standards of judgment and behavior in every area.

As instructors, graduate assistants follow all university policies concerning instruction. They demonstrate respect for students as individuals and adhere to their proper roles as intellectual guides and counselors. They make every reasonable effort to foster honest academic conduct and to ensure that their evaluations of students reflect each student’s true merit. They respect the confidential nature of the relationship between instructor and student. They avoid any exploitation, harassment or discriminatory treatment of students. Graduate assistants will not receive payment from students for tutoring or help sessions in any course in which they are currently assigned as an instructor, and they will accept the judgment of their department as to other limitations on such activities.

As researchers, graduate assistants have a responsibility to ensure the integrity and ethical standards in any research activity in which they are engaged. Graduate assistants will not engage in research misconduct and will notify a responsible party if they become aware of research misconduct by others.

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.

**Graduate Degrees Offered**

General requirements that apply to all of these degrees appear later in this catalog. Information about individual degrees is available from the individual academic unit.

**Master’s Degrees and Programs of Study**

Complete list of the Master’s Degrees and Programs of Study offered at the University of Oklahoma

**ACCELERATED UNDERGRADUATE AND GRADUATE DEGREES**

Accelerated Degree Programs (ADPs) are designed to provide superior students the opportunity to share up to 15 percent of the required coursework between the stand-alone bachelor and graduate degrees. ADP students normally begin taking graduate-level courses in their fourth year. Their undergraduate curriculum, along with their approved graduate work, is designed to fulfill all requirements of both the undergraduate and graduate degrees. As a result, students are able to earn a graduate degree in an accelerated time frame.

**Contact the OU Office of Export Controls** to obtain any approval that is necessary.
The complete operating procedures for Accelerated Degree Programs are available in the Accelerated Degree Programs Guidelines and Operating Procedures document.

DUAL MASTER'S DEGREES
Dual master's degree 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:
- The student must be admitted to both programs prior to completing more than 12 hours of coursework.
- If changing from a single graduate degree program to a dual degree program, hours taken prior to admission to the dual degree program may be applied to both of the degrees if approved by both academic departments and the Dean of the Graduate College. If changing from a non-degree-seeking status to a dual degree program, this coursework will be subject to the guidelines regarding coursework taken prior to admission to a graduate degree program.
- All deficiencies must be completed and all degree requirements, including foreign languages, non-thesis examination and thesis, must be met for both programs.
- 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.
- The double-counted courses must be appropriate for each degree.
- Credit transferred from other institutions may not be double-counted.
- No more than one-half of the credits for coursework in each degree program, excluding research for the thesis (5980), may be S/U graded coursework.
- No more than one-half of the overall coursework, excluding research for the thesis (5980), may be S/U graded coursework.
- The student must graduate with both degrees in the same semester.

Dual Master's Degree Programs
Complete list of Dual Master's Degree Programs offered at the University of Oklahoma

INTERDISCIPLINARY MASTER'S DEGREES
The interdisciplinary master's degree is for students whose educational goals cannot be met by one of the existing master's degree programs at the University of Oklahoma. The student may propose an interdisciplinary master's degree program to the Dean of the Graduate College and the Graduate Council. The various components of an interdisciplinary master's degree program must be integrated so that the program presents a well-defined and coherent educational experience. The integration must be accomplished through research that culminates in a thesis.

Individuals proposing interdisciplinary master's degree programs must either be admitted in full standing or be academically admissible in full standing. When all required information is submitted to the Graduate College, a subcommittee of the Graduate Council will review the proposal and make a recommendation to the Council, which will then decide whether to approve the proposed interdisciplinary degree program.

Guidelines for Interdisciplinary Master's Proposals
- The proposal must be approved by the Graduate Council prior to the student completing more than 12 hours of coursework.
- The proposal must justify the area of study as an appropriate domain of knowledge for a graduate degree and explain why the degree cannot be completed within an existing degree program.
- The interdisciplinary domain must encompass at least two disciplines.
- The courses must define and support the interdisciplinary domain.
- All coursework for the interdisciplinary degree program must carry graduate credit.
- The student should confirm course availability with each relevant department.
- Interdisciplinary master's degree programs must have at least 30 credit hours of graduate-credit coursework.
- No more than 50 percent of OU coursework or 50 percent of overall coursework (combined OU and transfer credit) may be S/U graded, excluding 5980.
- If the Graduate Council approves the proposal, it will constitute the student's program of study.
- 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 may apply to or remain in a traditional degree program.

Requests for changes to an approved program must be submitted to and approved by the Graduate Council.

Doctoral Degrees and Programs of Study
Complete list of the Doctoral Degrees and Programs of Study offered at the University of Oklahoma

Interdisciplinary Doctoral Degrees
The interdisciplinary doctoral degree is for students whose educational goals cannot be met by one of the existing doctoral degree programs at the University of Oklahoma. The student may propose an interdisciplinary doctoral degree program to the Dean of the Graduate College and the Graduate Council. The various components of an interdisciplinary doctoral degree program must be integrated so that the program presents a well-defined and coherent educational experience.

Individuals proposing interdisciplinary Ph.D. programs must either be admitted in full standing or be academically admissible in full standing. They also must have completed a master's degree or its equivalent before proposing an interdisciplinary doctoral degree. When all required information is submitted to the Graduate College, a subcommittee of the Graduate Council will review the proposal and make a recommendation to the Council, which will then decide whether to approve the proposed interdisciplinary degree program.

Guidelines for Interdisciplinary Doctoral Degrees:
- The proposal must be approved by the Graduate Council prior to the student completing more than 12 hours of coursework since completion of the most recent degree earned.
- The proposal must justify the area of study as an appropriate domain of knowledge for a graduate degree and explain why
the degree cannot be completed within an existing degree program.

- The interdisciplinary domain must encompass at least two disciplines.
- The courses must define and support the interdisciplinary domain.
- The student should confirm course availability with each relevant department.
- All coursework for the interdisciplinary degree program must carry graduate credit.
- Unless there is reason for an exception, the coursework must include 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.
- No more than 50 percent of OU coursework or 50 percent of overall coursework (combined OU and transfer credit) may be S/U graded, excluding 6980.
- If the Graduate Council approves the proposal, it will constitute the student’s program of study.
- 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 may apply to or remain in a traditional degree program.

Requests for changes to an approved program must be submitted to and approved by the Graduate Council.

Graduate Certificates
A graduate certificate represents completion of a set of courses that provides mastery of a specific area of knowledge and indicates an advanced, focused inquiry into a defined area of study. A graduate certificate is recorded on the student’s transcript. For a degree student, a graduate certificate may indicate an area of specialization; for a professional, a graduate certificate may provide evidence of special expertise.

Graduate Certificate Programs
Complete list of the Graduate Certificate Programs offered at the University of Oklahoma

The Distinction between a Graduate Certificate and a Graduate Degree:
A graduate certificate is not a graduate degree.

Both graduate certificates and graduate degrees earned at the University of Oklahoma reflect the pursuit of knowledge at an advanced level, and both reflect high standards of performance. However, a graduate degree represents a program of independent inquiry beyond the depth of coursework alone, while a graduate certificate represents a set of courses only.

A student enrolled solely in a graduate certificate program is not considered to be a degree-seeking student. However, a student enrolled in a graduate degree program may be concurrently enrolled in a graduate certificate program.

General Guidelines for Graduate Certificates:
- Students must be admitted in full standing to the Graduate College to receive a graduate certificate.
- Students must enroll for the term of admission to retain active status as a graduate student.

- Students may apply to be admitted solely into a graduate certificate program, or they may complete the graduate certificate requirements while enrolled in a graduate degree program.
- Students who apply solely to a graduate certificate program must meet Graduate College admission requirements as well as any additional departmental admission requirements.
- Students who apply solely to a graduate certificate program may not be conditionally admitted.
- A student admitted solely to a graduate certificate program may take only the maximum number of hours required for the graduate certificate.
- Students must make a 3.0 grade point average on total hours applied to a graduate certificate.
- All courses must be taken at OU. No transfer credit will apply.
- No course substitutions will be permitted for graduate certificates.
- Students admitted solely to graduate certificate programs are not eligible for financial aid.
- At time of completion, all courses must be no more than five years old.
- Students will be responsible for meeting certificate requirements in force at the time the student is cleared for certificate completion.

How to Apply
- Students who intend to pursue a graduate certificate should complete the online application for graduate admission.

Course Age Limits
- At the time the student is cleared for graduate certificate completion, no course may be more than five years old. If a course has exceeded the five-year rule, it must be re-taken or replaced with a current course. Revalidation of overage coursework will not be permitted.

Applying Graduate Certificate Coursework to a Graduate Degree Program
- Students already in a master’s degree program who desire to earn a graduate certificate while pursuing the degree may apply eligible hours to both the graduate certificate and the degree.
- Students who are solely pursuing a graduate certificate and later pursue a master’s degree at OU must be aware of the Limitations on Transfer Credit Applied to the Master’s Degree.
- Students who are solely pursuing a graduate certificate and later pursue a doctoral degree at OU must be aware of the Limitations on Transfer Credit Applied to the Doctoral Degree.

Completion of Graduate Certificate
- During the semester in which the last course is to be completed, a Graduate Certificate Program Report (GCPR) must be filed in the Graduate College no later than the first Monday in October (for the Fall semester), the first Monday in March (for the Spring semester) and the first Monday in July (for the Summer semester).
- The GCPR must be signed by the graduate liaison in the department issuing the graduate certificate.
- Once the Graduate College has approved the GCPR and determined that all requirements have been met, the graduate
Admission Information

The University of Oklahoma requires all prospective graduate students to apply using the online application for admission.

Admissions Application

Applicants who apply for graduate study at the University of Oklahoma are applying for admission to the Graduate College and the specific academic program in their proposed area of study. Information about the graduate application process and requirements can be found at the Office of Graduate Admissions website.

Norman Campus:
Office of Graduate Admissions
University of Oklahoma
Robertson Hall Room 318
731 Elm Avenue
Norman OK 73019-2115
(405) 325-6765
gradadm@ou.edu
http://www.ou.edu/content/admissions/apply/graduate.html

OU Outreach Campus (Advanced Programs and Liberal Studies)
Outreach Admissions, Registration and Records
1700 Asp Ave Room B-1
Norman, OK 73072
cceregistration@ou.edu

Tulsa Campus
Office of Admissions
University of Oklahoma-Tulsa
4502 E 41st ST Room 1C114
Tulsa, OK 74135-2512
tulsainfo@ou.edu

Deadlines

- The Graduate College does not have application deadlines, but many academic units have deadlines. A listing of the department deadlines is available at the Graduate Admissions website.
- International applicants are subject to university based application deadlines due to the additional time needed to process international applications and to obtain student visas. A listing of the international deadlines is available at the International Graduate Admissions website.
- To be eligible for enrollment for any given semester, the student must be admitted to the OU and to the Graduate College before the registration period ends.

Admission of University of Oklahoma Graduating Seniors

A senior graduating from the University of Oklahoma who wishes to apply for admission to a graduate program should complete the online application for admission.

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 Dean of the Graduate College governs admission and enrollment in the Graduate College utilizing the recommendations of academic units. The Office of Graduate Admissions oversees all matters pertaining to general admission to the university.
- To be considered for admission, the Graduate College requires that all applicants hold a baccalaureate degree or equivalent from a regionally-accredited college or university.
- Undergraduate applicants in their final two semesters at regionally-accredited colleges and universities may apply for admission to the Graduate College.
- Admission to a graduate program at the University of Oklahoma is based on an evaluation of an applicant’s overall record, experience, personal qualifications and proposed area of study.
- The Graduate College does not set minimum GPA requirements and allows departments to evaluate applications holistically, but generally successful graduate applicants possess a 3.0 cumulative GPA over their undergraduate and/or graduate work.
- Academic programs may set more stringent admission requirements. Please check with the program to which you are applying to determine any program specific requirements.
- 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 or equivalent 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 cumulative grade point average from the conferred degree is used. All letter-graded courses are subject to evaluation.
  - If graduate work has been completed at a regionally accredited college or university, but no master's degree has been earned, the cumulative grade point average from the conferred bachelor's degree is used. All letter-graded courses are subject to evaluation.
  - If a master's degree has been earned at a regionally accredited college or university, the cumulative grade point average from the conferred degree is used. All letter-graded courses are subject to evaluation.
Academic Unit Admission Criteria

- Academic units may require all transcripts from all institutions attended.
- The Graduate College does not require the Graduate Record Examination (GRE) or other standardized tests. However, many academic units do require the GRE or other standardized tests. For information about required tests, contact the academic unit to which you are applying.
- To determine additional department requirements, applicants should consult with the graduate liaison of the academic unit to which they are applying.

International Admission

International graduate applicants must provide proof of English proficiency and financial support documentation at the time of application.

English Proficiency

Before being admitted to the University of Oklahoma, all applicants for whom English is a second language must present documentation of proficiency in the English language. English proficiency requirements are discussed in detail on the International Graduate Admissions website.

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. Most international students are not eligible for this type of government-supported financial aid. Contact OU Financial Aid Services for additional information.

International students may be eligible for university or department scholarships, fellowships, grants or assistantships. Contact your department and/or program for more information about these forms of financial assistance.

Types of Admission

The University of Oklahoma recognizes the following types of admission:

Admission in Full Standing

- The applicant can be admitted in full standing if he or she has met all University of Oklahoma admission requirements, is recommended for admission in full standing by the appropriate academic unit and is accepted for admission by the Dean of the Graduate College.
- The admission recommendation may be based on many factors including the applicant’s grade point average.

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.

- An applicant who does not qualify for admission in full standing may be conditionally admitted to a degree program.
- Conditional admission to a degree program is contingent on the recommendation of the academic unit and approval of the Dean of the Graduate College.
- Admission will depend heavily on other indices of the student’s ability to do successful graduate-level work. These might include, but are not limited to, strong performance on standardized tests, a high grade point average in the major, and/or subsequent experiences that clearly indicate strong academic ability.
- The graduate liaison must provide the Graduate College with a recommendation for conditional admission form. The recommendation must indicate:
  - any specific grade requirements beyond the Graduate College recommended 3.0 average, and
  - any course deficiencies to be satisfied.
- The Graduate College must approve the recommendation for conditional admission.

Meeting the Conditions

- The student must maintain 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 more than two grades of I and/or W at any time during the period of conditional admission will 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.
- Students who are admitted conditionally may not earn a grade of D, F or U during the period of conditional admission.
- A student who fails to comply with the conditional requirements specified may be subject to disenrollment.

Unclassified Admission

This status generally describes applicants who wish to take graduate courses and do not intend to pursue a graduate degree, or applicants who have not yet chosen an academic field of study. Applicants interested in unclassified admission should apply using the online application for admission. An applicant may be admitted to the Graduate College in unclassified status based on the Graduate College Admission Criteria.

Unlike degree-seeking students, unclassified students:

- are not candidates for a degree
- are not assured future admission to a degree program
- are not eligible for conditional admission
- are not eligible for financial aid
- are limited to a maximum of 12 hours while in unclassified status

Note: Under INS regulations, international students are not typically able to apply as unclassified students. Students should contact the International Student Services office at (405) 325-3337 or the Office of Graduate Admissions at (405) 325-6765 for additional information regarding regulations for international students.

Restrictions for Unclassified Status

- A graduate student is limited to a maximum of 12 hours in unclassified status. Students who intend to pursue a graduate degree or a graduate certificate should apply for admission prior to completing 12 hours.
- Graduate courses completed by unclassified graduate students may be used toward a graduate degree with the approval of the academic unit and the Dean of the Graduate College. However, all hours taken by an unclassified student will be subject to the guidelines regarding coursework taken prior to admission to the graduate degree program.
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.

Students admitted in unclassified status cannot change programs during the first semester of enrollment.

Financial Assistance for Unclassified Students

Students admitted to unclassified status are not eligible for financial aid through the Free Application for Federal Student Aid (FAFSA) process. Additional information is available from Financial Aid Services.

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 and they adhere to the guidelines regarding coursework taken prior to admission to the graduate degree program.
- 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 online graduate application to initiate the change to degree-seeking status after the first semester of enrollment.

Teaching Certification Status

- A student wishing to fulfill requirements for a State Education Certificate (not a Graduate 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 Dean of the Graduate College.
- Academic units may have specific limits and students are responsible for ascertaining these before enrolling in this status.
- Students enrolled in teaching certification programs should contact Financial Aid Services for financial aid eligibility information.

Graduate Visitor Status

- A graduate student who has earned a baccalaureate degree and is in good academic standing in a graduate program at another regionally-accredited institution may take courses at the University of Oklahoma as a visitor. For information about applying as a graduate visitor, visit the Office of Graduate Admissions website.
- A visitor who later wants to apply visitor credit to 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 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.

Addition or Change of Program

- A student who is currently enrolled in the Graduate College and wishes to change the major area of interest or degree program must complete the online graduate application.
- A student wishing to change to a dual degree major must do so prior to completing 12 hours of OU coursework.

Addition or Change of Program

- A student who is currently enrolled in the Graduate College and wishes to change the major area of interest or degree program must complete the online graduate application.
- A student wishing to change to a dual degree major must do so prior to completing 12 hours of OU coursework.

Readmission to the Graduate College

Readmission Process

- A student who has been admitted and does not enroll for the term of admission must reapply for admission.
- An admitted student must register for courses at the University of Oklahoma for the term of admission to retain active status as a graduate student.
- The student is subject to the regulations applicable during the first term of enrollment so long as continuous enrollments are maintained.
- A student whose initial enrollment as a graduate student at the University of Oklahoma is during the Summer session will be subject to the University of Oklahoma catalog or bulletin in effect for the year following that summer.

Lapsed Enrollment

- A graduate student who has a lapse of enrollment for one year must reapply for admission.
- A graduate student readmitted after a lapse of enrollment is subject to the current conditions and curriculum of his or her program of study at the time of readmission, not those in place at the time of the initial enrollment.
- Readmitted students are subject to all course age limits, as outlined in the doctoral and master’s degree sections of this catalog.

Academic Leave of Absence Policy

- A graduate student who finds it necessary to discontinue the program of study (i.e., academic leave of absence) may petition the Graduate College for an exception to return under the student’s original program of study.
- The petition must detail the reasons for the academic leave of absence and specify the semester in which the academic leave of absence period will begin and the semester in which the student will resume his or her studies and, whenever possible, must be processed while the student is still enrolled.
- The petition must be endorsed by the student’s committee chair and graduate liaison.
- As a general rule, the academic leave of absence period will not exceed two years from the student’s last enrollment.
- The period of the academic leave of absence will count toward the time limits for completing the degree.
- Academic leave of absences do not affect the policies governing lapses in enrollment. A student on an academic leave of absence who allows his or her enrollment to lapse will need to reapply for admission and pay all associated application fees.
Cost and Financial Support

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.

Contact the Office of the Bursar for specific information regarding tuition and fees.
1000 Asp Ave, Room 105
Norman, OK 73019-4071
(405) 325-3121

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
- tuition waivers

FINANCIAL AID

Financial Aid Services
- Financial Aid Services awards and monitors all federal and need-based awards.
- For additional information on financial aid programs and application information, contact:
  Financial Aid Services
  1000 Asp Ave., Room 216
  Norman, OK 73019-4078
  (405) 325-4521; or financialaid@ou.edu
- Students are encouraged to utilize the Financial Aid Services website for general financial aid and scholarship information as well as to check the status of their financial aid application.
- Students are required to keep their address updated with Financial Aid Services at all times.

Graduate Assistantships
- Most academic units employ graduate students on a part-time basis. Graduate assistantships are awarded and governed by individual academic units and appointing departments.
- A student should contact the appointing department or academic unit to obtain information about graduate assistantships.

Teaching Assistant Training
- All graduate teaching assistants (GTAs) must attend one or both of the teaching assistant training programs offered by the Center for Teaching Excellence prior to commencing their teaching responsibilities.
- 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 Development of International Teaching Assistants (DITA) training program; all GTAs (international and domestic) must attend the Teaching Assistants Orientation (TAO).

For additional information contact the Center for Teaching Excellence, 101 Copeland Hall, (405) 325-2323 or teach@ou.edu.

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, 213 Robertson Hall, (405) 325-1838.
- If observation determines that a certified instructor is having serious communication difficulties in 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 speaking or writing classes offered by the English Assessment Program.

Assistantships and Financial Aid
- Enrollment requirements may differ for graduate assistantships and financial aid.
- Other conditions of appointments, including minimum enrollment requirements, are listed in the Graduate Assistants Handbook.

Workload
- The primary purpose of a graduate assistant appointment is to aid the student in the successful completion of an academic program. For this reason, enrollments and appointments are subject to certain restrictions.
- Employment is generally measured as a proportion of Full Time Equivalent or FTE status, with 1.0 FTE representing full-time employment or 40 hours per week.
- Graduate assistantships are subject to FTE limitations and cannot resemble full-time work. The standard Qualifying Graduate Assistantship is .50 FTE, which is equivalent to 20 hours per week. Graduate assistantships totaling .50 FTE or less do not require the permission of the Associate Dean of the Graduate College.
- In necessary circumstances, graduate assistantships totaling .51 to .70 FTE can be approved by petitioning the Associate Dean of the Graduate College. A signature from the student’s adviser, graduate liaison or chair of the student’s academic department will be required. The Petition to Appoint a Graduate Assistant Over .50 FTE must state the nature of the increased FTE and the rationale for the appointment.
- It is the responsibility of the graduate student to submit the petition to the Graduate College prior to the start of the semester during which the appointment(s) exceeding .50 FTE will be held.
- Whenever a department is aware that a graduate student's total appointment(s) will exceed .50 FTE, the department should inform the student of his or her responsibility to complete and submit the petition.
- Review and approval of the Petition to Appoint a Graduate Assistant Over .50 FTE will be based upon the following criteria:
  - Graduate students may not be appointed over .70 FTE at any time.
  - Appointments totaling more than .50 FTE cannot be approved for the Fall and Spring semesters for any international student on a student visa. During Summer and
In general, the Graduate College expects that a graduate student's appointment(s) will continue to exceed .50 FTE during the first semester of graduate-level coursework. The Graduate College will review the petition based upon the student's GPA, current academic standing and progress toward the degree. The Graduate College may approve a student's appointment(s) for the upcoming academic year or for a single semester only. The Graduate College may also deny the student's petition.

Petitions are not required for Summer appointments which will exceed .50 FTE. The student and departments will be notified of the determination by the Graduate College via email.

If a graduate student's appointment(s) will continue to exceed .50 FTE after the term of approval has expired, the graduate student must submit a new form prior to the start of the subsequent semester.

Departments may not effectively increase a graduate assistant's FTE via supplemental pay. The Graduate College does not review supplemental pay requests. However, Human Resources will verify that a graduate assistant's composite appointment (FTE and supplemental pay) does not exceed 28 hours per week.

The Graduate College may terminate any appointment(s) that exceeds .50 FTE and has not been approved by the Graduate College.

Academic units are encouraged to set limitations on the number of semesters a student may hold a graduate assistantship. These limitations should be made available in writing at the time of a student's application, appointment or reappointment.

In general, the Graduate College expects that a graduate assistant will not be appointed for more than the number of semesters required to complete the degree program, assuming six semester hours of enrollment per semester.

### Other Funding Opportunities
- Students are encouraged to apply for scholarships based on academic ability or talent
- Students may conduct an online scholarship search by visiting OU Scholarships website.
- Funding recipients who also are recipients of other types of financial aid sources may expect their award letters to be revised.
- The university strongly encourages graduate students to apply for funding from external agencies. Students are encouraged to write directly to granting agencies.
- There are a number of major fellowship opportunities available for students engaged in full-time study leading to the doctoral degree.
- The Scholarships website provides information regarding scholarships for current students.
- The Graduate College website provides detailed information on funding opportunities.

### Community of Scholars
#### Community of Scholars
In an effort to assist graduate students in locating funding opportunities, the Graduate College provides access to the Community of 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. The OU Vice President for Research, Center for Research Program Development and Enrichment and OU Libraries provides COS Pivot to assist faculty, staff and students search for funding opportunities in research development. COS Pivot is a comprehensive database that can be personalized for accurate and automated searches.

### Oak Ridge Associated Universities
Since 1949, students and faculty of the University of Oklahoma have benefited from the university's membership in Oak Ridge Associated Universities (ORAU). Through the Oak Ridge Institute for Science and Education, the DOE facility that ORAU operates, undergraduates, graduates, postgraduates and 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 underrepresented 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 in the online resource guide.

### Additional Funding Sources
Additional information regarding grants, scholarships, or other funding should be directed to the following agencies. Recipients of funding from these programs who are recipients of other financial aid sources may expect their award letters to be revised.

#### Vocational Rehabilitation Services
- Oklahoma Department of Rehabilitation 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 Rehabilitation Services Division in your community for information and applications.
- The vocational objective must be approved by a representative of the division.

#### GI Bill®
- Educational benefits may be available to students who are active duty, reserve personnel or veterans.
- Students should contact their area Veterans Affairs 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 apply for information from the associate director of American Indian Student Life, Center for Student Life, Oklahoma Memorial Union, third floor south.

Another valuable source of funding is through the American Indian Graduate Center at 3701 San Mateo NE#200, Albuquerque, NM 87110, or at 1-800-628-1920.

Assignment of an Adviser

Although the Dean of the Graduate College 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.

Maximum Enrollment

A student may not carry more than 16 hours per Fall or Spring semester nor more than nine hours per Summer session without the permission of the Dean of the Graduate College.

Advanced Students may carry up to 16 hours in any term, including Summer.

Enrollment of Undergraduates in Graduate Courses

Eligibility

Undergraduates may not enroll in 6000-level courses except by permission of the academic unit and the Dean of the Graduate College.

Qualified junior or senior undergraduates may, with permission from the academic unit, enroll in 5000-level graduate courses for undergraduate credit (or for graduate credit with approved Application for Graduate Credit for Courses Taken during Junior and Senior Years).

Application for Graduate Credit

To apply for graduate credit, an undergraduate must have a minimum overall grade point average of 3.0.

The student must submit to the Graduate College the Application for Graduate Credit for Courses Taken during 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 undergraduate adviser
- the person who serves as liaison between the Graduate College and the academic unit offering the course
- the Dean of the Graduate College.

The approval of the instructor signifies that the junior or senior will be evaluated at the same level as the graduate students in the class.

Earning Graduate Credit

Graduate courses applied to a bachelor’s degree may not be applied to a graduate degree.

The Graduate College will verify that a grade of A, B, C 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. Prior to enrolling in graduate-level courses, the student should consult with the academic unit from which he or she intends to receive a graduate degree. There are limitations on the amount of credit taken prior to admission to a graduate degree program which may be applied to the degree program (See OU Coursework Taken before Admission to a Master’s
Degree Program and OU Coursework Taken before Admission to a Doctoral Degree 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.
- The courses taken will be reported on a separate OU Health Sciences Center transcript. The student must submit this transcript to the Office of Admissions in order to have the course credit posted to the transcript.
- Tuition waivers awarded from the Norman campus Graduate College may 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 Dean of the Graduate College or academic unit chair
  - the Dean or Associate Dean of the College of Law
  - the instructor 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.
- 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 earning at least a four in a course on the College of Law grading scale will receive an S in the course. Students earning below a four will receive a U.

ENROLLMENT IN A GRADUATE PROGRAM COURSEWORK AT ANOTHER UNIVERSITY
- A University of Oklahoma graduate student must be in good academic standing and obtain the approval of the Dean of the Graduate College prior to enrolling concurrently in coursework at another university.
- Failure to obtain this approval could lead to disenrollment as a graduate student at the University of Oklahoma.

Grades in the Graduate College
The grades awarded in the Graduate College are A, B, C, D, F, S, U, I, W and X. 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. Grades from all subsequent attempts at a course will be used in addition to, not in place of, all grades earned in previous attempts at the course.

The following explanations apply only to those courses that are approved for graduate credit.

AU
AU (Audit) Auditing is attending class without participating in classwork or receiving credit. Enrollment as an auditor is indicated on the student’s permanent academic record and is subject to the same posting regulations governing credit enrollment.

AW
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
The letter grade of D cannot be applied to a graduate degree or a graduate certificate, and it cannot be used to satisfy prerequisite requirements.

I
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 course work 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 limit 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 be changed to the predetermined permanent grade. After a grade of I has been changed, a student may re-enroll in the course if appropriate or required.

All instructional faculty are required to use the university-wide Incomplete Contract Form (PDF) when assigning a grade of Incomplete. This document protects both faculty and students by documenting circumstances that led to the assignment of an Incomplete grade.

N
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. Students with an N grade on their transcript may not take a non-thesis exam, general exam or defend a thesis or dissertation.

P and NP
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. Students with an N grade on their transcript may not take a non-thesis exam, general exam or defend a thesis or dissertation.

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 to a graduate degree.

S and U
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 Dean of the Graduate College. For 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.

S

W

W, meaning Withdrawal, is a neutral grade assigned when the student is passing at the time of withdrawal.

X

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.

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 Dean of the Graduate College.

Degree Completion

• To qualify for a graduate degree, students must achieve an overall grade point average of 3.0 or higher in the degree program coursework and in all resident graduate coursework attempted. A student must also have at least a 3.0 in all coursework (including undergraduate coursework if any).
• All of 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 Graduation Application is located in ozone.ou.edu. Students graduating in the Fall must apply by October 1, Spring by March 1 and Summer by July 1.

Graduation

• Degrees are conferred at the end of the Fall and Spring semesters and Summer session.
• Attendance at the commencement ceremony in May 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 catalog. If these standards are not met, the Graduate College has the authority to deny further enrollment.

The Graduate Council and the Dean of the Graduate College supervise and evaluate the academic units of the university which offer graduate programs to ensure observance of policy and academic excellence.

RETENTION

A graduate student will be permitted to continue enrollment as long as the student remains in good academic standing by:

• fulfilling the specific requirements of his or her academic unit,
• making satisfactory progress toward the degree and
• maintaining a minimum 3.0 grade point average in all coursework attempted while in the graduate program (including undergraduate coursework, if applicable).

The retention standard and rules apply to all degree-seeking graduate students, unclassified graduate students, graduate visitors and reciprocal exchange graduate students.

Progress Review

The Graduate College monitors each student’s academic progress by reviewing final grades and calculating grade point averages at the end of each semester. The Graduate College also monitors progress toward degree requirements, progress toward conditional admission requirements (if applicable) and student evaluations conducted by academic units (see Evaluation of Students). At the end of each semester the Graduate College will notify students who have not met the required standards of performance. Such students may receive warning notifications, may be placed on academic probation or may be disenrolled depending on the details of their academic performance.

Satisfactory Progress

Making satisfactory progress toward a graduate degree includes, but is not limited to:

• timely completion of the coursework required for the degree
• submission of a program of study
• progress made in completing research
• timely completion of the non-thesis examination or general examination
• timely completion of the thesis or dissertation defense or deposit.

Grade Point Average

The grade point average (GPA) reported on a student’s academic transcript may not reflect the GPA calculation methods used by the Graduate College to determine academic standing.

• A graduate student’s GPA is calculated in two ways for the purpose of determining eligibility for retention and/or graduation:
  1. on graduate coursework only
  2. on all coursework attempted (including undergraduate coursework, if applicable).
• These GPAs are based on the coursework taken at the University of Oklahoma since completion of the most recent degree earned.
• If either of the two calculations yields a grade point average of less than 3.0, the student may be placed on academic probation or disenrolled.
• All letter grades, whether comprising a part of the degree program or not, will be included in GPA calculations. Exceptions are grades of S, U, I, X, P, NP, W, AW, N 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 graduate grade point average.
• When a final letter grade is transcripted for a course in which an I or N was originally reported, the Graduate College will perform new GPA calculations and notify the student of any change to his or her academic standing.
• When a graduate student repeats a course in which a grade of C, D or F was earned, both the original grade and the repeat grade will be included in GPA calculations. The repeat grade does not replace the original grade.
• If a graduate student previously took letter-graded coursework as an undergraduate that was approved to form part of the graduate degree program, the final grades for this coursework will be included in the GPA calculations.

ACADEMIC PROBATION
• Students who are placed on academic probation as a result of low GPA or U/NP grades will receive official notification from the Graduate College via OU email. The student’s academic unit will receive the same notification.
• Advance registration for future coursework is not permitted during academic probation. A temporary enrollment hold will be placed on the student’s record. Enrollment for the next semester will not be permitted until grades for the previous semester have been reported on the academic transcript and the Graduate College has determined that the student’s progress is satisfactory.
• While on academic probation, a student is not eligible to:
  □ attempt the non-thesis examination or thesis defense,
  □ attempt the general examination or dissertation defense or
  □ graduate.

Low Graduate College GPA
• Students who fall below a 3.0 on either of the two GPAs calculated by the Graduate College will be placed on academic probation. The student must earn enough hours of A grades to bring the GPA(s) up to a 3.0 within the next 12 credit hours of enrollment. (See the previous Grade Point Average section.)
• 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 may not take the additional hours beyond the minimum number required for the degree for the purpose of raising their GPA. A student who has fewer than 12 hours of coursework remaining toward the degree will be subject to a shorter probationary period.
• The probationary period includes both letter-graded and S/U graded courses. If a student does not enroll in enough letter-graded hours to reach a 3.0 GPA during the probationary period, the student may be denied further enrollment.
• Students who do not improve their GPAs each semester may be denied further enrollment before the standard 12-hour probationary period elapses.
• A student who would need to earn more than 12 hours of A grades in order to reach a 3.0 GPA will be disenrolled from the graduate program.

U and NP Probation
• A student who earns two or more credit hours of U and/or NP grades in one semester 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 disenrollment from an academic program and the Graduate College.

Disenrollment for Low Grades
• A student will be denied further enrollment when placed on any type of academic probation for the third time (see Disenrollment).
• Doctoral students who accumulate nine credit hours of C, D and/or F grades in any combination will be disenrolled from the doctoral program (see Disenrollment).

ACADEMIC UNIT STANDARDS
• Academic units may have additional and more stringent criteria for evaluating a student’s performance and progress than that required by those of the Graduate College. An academic unit may, under some circumstances, report an unsatisfactory performance or progress evaluation and recommend disenrollment of a student from a graduate program even though a 3.0 GPA has been maintained. In such cases, the academic unit must notify the student and the Graduate College in writing to explain the grounds for the unsatisfactory evaluation, the criteria the student must meet to improve his or her performance and the time frame allowed for the student to meet these criteria. A student who fails to meet the criteria as outlined is subject to disenrollment.
• 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
The graduate faculty of each academic unit must conduct an annual review and evaluation of their graduate students’ progress in meeting degree requirements. Any exceptions to this requirement must receive the prior written approval of the Dean of the Graduate College.

Evaluation Criteria
• The evaluation 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
  □ progress made in completing research requirements.
The Academic Integrity Code (PDF) defines academic misconduct as any act which improperly affects the evaluation of a student’s academic performance or achievement.

Examples are:

- cheating and unauthorized material on examinations
- improper collaboration
- submitting the same assignments for different classes
- fabrication, forgery, alteration of documents, lying, etc., in order to obtain academic advantage
- assisting others in misconduct
- attempting to commit misconduct
- destruction of property, hacking, etc.
- intimidation and interference with integrity process.

Complete information about academic integrity is available at the OU Academic Integrity website.
ACADEMIC APPEALS

A Graduate College Academic Appeals Board will be appointed and given authority to hear all appeals involving qualifying examinations, non-thesis examinations, general examinations, theses and dissertations, and other appropriate matters as determined by the Dean of the Graduate College.

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.

The Academic Appeal Process

The student is responsible for notifying the instructor of any dispute that meets the above criteria. If the student’s attempts at resolution with the instructor fail, the student should notify the Graduate College of the potential academic appeal immediately to make an appointment to discuss the matter.

Time Limits

- In cases of end-of-term evaluations, a student must notify an instructor of a dispute regarding an academic evaluation and must attempt to resolve differences no later than Feb. 15 for the previous Fall semester or intersession, and no later than Sept. 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 regarding an 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 an 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 panel will 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 (for example, a student being called into military service).

When a potential Academic Appeal is brought to the attention of the Graduate College, the following steps will be taken:

- An attempt will be made to resolve the problem with the department.
- If the matter is not resolved in conference, the student will be briefed on the procedures for filing an academic appeal.

Appeals must be filed in writing in the Graduate College office. The written appeal should state:

- the action being appealed
- the individual(s) responsible for the action under appeal
- the basis for the appeal
- the relief sought by the student.

Time Limits

- 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 will deny any request for 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 a claim.

GRADUATE ASSISTANT APPEALS

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. A student who feels he or she may have a potential appeal should notify the Graduate College immediately to arrange an appointment to discuss the issue.

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:

- the action being appealed
- the basis for the appeal
- the relief the student seeks.

The decisions made by the Graduate Assistant Appeals Board will be considered as recommendations to the Senior Vice President and Provost who has final responsibility for such employment concerns. Complete information about Graduate Assistant Appeals is located in the Graduate Assistant Handbook.

OTHER STUDENT GRIEVANCES

Sexual Harassment

The University of Oklahoma explicitly condemns sexual harassment and gender discrimination of students, staff and faculty.

Because some members of the university community hold positions of authority that may involve the legitimate exercise of power over others, including graduate assistants, 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, gender discrimination and sexual misconduct.

To proceed with such a grievance or for further information, contact the Institutional Equity Office, (405) 325-3546:

- Bobby J. Mason, Equal Opportunity Officer, 102 Evans Hall
- Laura Palk, Institutional Equity and Title IX Officer
- Kathleen Smith, Sexual Misconduct Officer, Walker Center Room 220W (405) 325-2215.

For more information regarding the Sexual Misconduct, Discrimination & Harassment Policy, visit the OU Institutional Equity Office website.

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.
• The Non-Discrimination Policy (PDF) is available at the Equal Opportunity Office's website.
• For further details regarding the procedure by which to file a grievance, see the Equal Opportunity Grievance Form (PDF) or contact the Office of Equal Opportunity.

Information for Master’s Degree 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 additional work as may be prescribed for the degree.
• All coursework applied to the master’s degree must carry graduate credit.
• Master’s degree programs which require a thesis consist of at least 30 credit hours. Whether a thesis is required is determined by the Graduate Council on request from the academic unit offering the degree.
• All non-thesis master’s degree programs require at least 32 credit hours.

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.
• Credit transferred from other institutions must meet specific criteria and is subject to certain limitations (see Transfer Credit Applied to the Master’s Degree).
• Courses completed through correspondence study may not be applied to the master’s degree.

Obtaining a Master’s Degree While Working on a Doctoral Degree
• The Graduate College will not grant an additional master’s degree in the same field in which an individual has previously received a master’s degree.
• Students working on a doctoral degree who have not previously received a master’s degree in the same field may be admitted to candidacy may be admitted to candidacy for the master’s degree provided they meet the following requirements:
• Apply for admission to the master’s program by completing the online admission application by the appropriate deadline:
• no later than the semester before defending the thesis or attempting the non-thesis examination, for a master’s degree to be awarded on the basis of a thesis defense and/or non-thesis examination.

• the semester before taking the doctoral general examination, for a master’s degree to be awarded on the basis of the general examination.
• Submit the Program of Graduate Work/Admission to Candidacy form to the Graduate College by the appropriate deadline (see Admission to Candidacy).
• Meet all requirements of the academic unit offering the master’s degree.
• Apply for graduation by the required deadline (see Application for Graduation).
• If the master’s degree requires a thesis, the degree cannot be awarded on the basis of the doctoral general examination.

TRANSFER CREDIT APPLIED TO THE MASTER'S DEGREE

Transfer credit applied to a master’s degree at the University of Oklahoma is subject to limitations and must meet criteria established by the Office of Graduate Admissions, the academic unit offering the degree and the Graduate College. Academic units may set more stringent rules for transfer credit, which must be identified in the section of the University of Oklahoma General Catalog describing the academic unit’s graduate programs.

Graduate College Guidelines for Transfer Credit Applied to the Master’s Degree

Transfer credit must meet all of the following criteria:
• Official transcripts must be submitted to the Office of Graduate Admissions for verification that the coursework transferred represents valid graduate credit earned in graduate-level courses from a regionally-accredited college or university.
• The credit was not previously applied to a completed bachelor’s, master’s or doctoral degree.
• The credit is not more than five years old at the time of admission or re-admission to the University of Oklahoma graduate degree program.
• The credit is applicable to the degree.
• 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 grade must be equivalent to 3.0 or higher. Transfer credit carrying a grade of B-minus, P or CR cannot be applied to a graduate degree.
• The credit is approved by the academic unit, which may have more stringent requirements than those of the Graduate College.
• The credit is approved by the Dean of the Graduate College.

Graduate College Limitations on Transfer Credit Applied to the Master’s Degree

• When combined, hours transferred from other institutions and residence credit taken before admission to a graduate degree program may not constitute more than 12 credit hours.
• Credit transferred from other institutions may not be double-counted for a dual master’s degree.
• The academic unit may have more stringent limitations than those of the Graduate College. These limitations must be
Identified in the General Catalog, and will take precedence over those found elsewhere.

**Transfer Credit from Oklahoma State University-Tulsa Applied to an OU-Tulsa Master’s Degree**

A list of master’s degree programs offered by OU in Tulsa is available on the OU-Tulsa website at [http://www.ou.edu/tulsa/tulsa-grad-college.html](http://www.ou.edu/tulsa/tulsa-grad-college.html).

- In no case may more than 15 hours from OSU-Tulsa be applied to a graduate degree earned at OU-Tulsa.
- Coursework transferred from OSU-Tulsa must meet all other requirements for transfer credit set by the Graduate College and the academic unit.

**Transfer Credit from the OneNet Conferencing System**

- An exception to the 12-hour limit on transfer credit applied to a master’s degree 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 Professional Degree Applied to a Master’s Degree**

Graduate-level coursework applied to a professional degree (e.g., D.D., M.D., J.D., D.V.M., D.D.S.) may be applied to a master’s degree, provided that the coursework carries graduate credit and meets all other requirements for transfer credit set by the Graduate College and the academic unit offering the master’s degree.

**Transfer Credit Completed in Absentia**

Courses and fieldwork completed in absentia may be transferred in rare cases upon recommendation of the academic unit and with approval of the Dean of the Graduate College.

**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 averages used to determine satisfactory academic progress.

**OU COURSEWORK TAKEN BEFORE ADMISSION TO A MASTER’S DEGREE PROGRAM**

Graduate College Guidelines for Residence Credit Taken before Admission to a Master’s Degree Program

- Residence credit taken before admission to an OU master’s degree program must meet the guidelines for transfer credit (see Graduate College Guidelines for Transfer Credit Applied to the Master’s Degree). Note that residence credit approved to apply to a master’s degree is included in the calculation of grade point averages used to determine eligibility for graduation.
- Residence credit includes:
  - graduate coursework completed while in a non-degree-seeking status at OU.
  - graduate coursework completed while pursuing a previous OU graduate degree (but which was not applied to that degree).
  - coursework completed during the junior/senior years of the OU undergraduate degree and approved to carry graduate credit.
  - graduate coursework completed at the University of Oklahoma Health Sciences Center.
  - Credit previously applied to an OU degree cannot be applied to a second OU degree, except in the case of an approved accelerated degree program (see Accelerated Undergraduate and Graduate Degrees).
  - When combined, hours transferred from other institutions and residence credit taken before admission to a graduate degree program may not constitute more than 12 credit hours.

**COURSE CREDIT LIMITATIONS**

**3000/4000-Level Courses**

- With approval of the academic unit offering the degree, a student may apply up to a total of 12 credit hours of 3000-level and/or 4000-level courses that carry graduate credit to a master’s degree requiring 36 or fewer hours.
- For any master’s degree requiring more than 36 credit hours, a student may apply up to one-third of the total credit hours required for the degree, but no more than 15 credit hours of 3000-level and/or 4000-level courses to the degree.
- No more than 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 master’s degree requiring 36 or fewer hours).
- No 3000-level courses from the academic unit offering the degree may apply to any of its graduate degrees.

**S/U Graded Coursework**

For coursework applied to an OU master’s degree:

- No more than one-half of the credits for OU coursework, excluding Research for Master’s Thesis (5980), may be S/U graded coursework.
- No more than one-half of the overall coursework (OU credit and transfer credit combined), excluding 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 (5980) that may be applied to the master’s degree.
- Each academic unit must inform the Graduate College of its limits.
- Research for Master’s Thesis (5980) may not be applied to a non-thesis master’s degree, nor may it be applied to the dissertation research requirement for a doctoral degree.

**Application of Credit from an Unsuccessful Master’s Degree Program to Another Master’s Degree**

- A student who has failed the non-thesis examination for the second time or failed the thesis defense may seek admission to
another master's degree program at the University of Oklahoma.
- To apply courses taken from an unsuccessful master's degree program to another master's degree program:
- The student must gain admission to the new program.
- The student must have the permission of the academic unit offering the new program and the Dean of the Graduate College.
- The courses must be applicable to the new program.
- No more than 12 hours of coursework taken before failing the non-thesis examination for the second time or failing the thesis defense may be applied to another master's degree.

Application of Credit from an Unsuccessful Doctoral Degree to a Master's Degree
- Credit from an unsuccessful doctoral degree may be applied to a master's degree with approval of the academic unit offering the master's degree and the Dean of the Graduate College, provided that the credit meets all other guidelines and limitations set by the Graduate College and the academic unit.
- Courses taken before failing the doctoral general examination for the second time may constitute no more than one-half of the credit hours required for the master's degree.

TIME LIMIT FOR COMPLETION OF THE MASTER'S DEGREE
- A master's student must complete all of the degree requirements within five calendar years of the first enrollment in any graduate-level OU course to be applied to the master's degree.
- Academic units may set shorter time limits for degree completion, which must be identified in the section of the University of Oklahoma General Catalog describing their graduate programs. Students in these programs are subject to the shorter time limit.
- No program may set a longer time limit for degree completion than that established by the Graduate College.

Extensions for Master's Degree Completion
- If an academic unit determines that additional time is needed for a student to complete the degree, the student's committee should petition the Dean of the Graduate College for an extension.
- The petition should explain why additional time is necessary and specify when the student is expected to complete all degree requirements. The petition must also be endorsed by the graduate liaison and the student's committee chair.
- A student who is granted an extension remains subject to the guidelines indicated below in the section on Course Age Limits for the Master's Degree.

Course Age Limits for the Master's Degree
- Graduate credit applied to a master's degree cannot be more than five years old at the time of admission or readmission to the Graduate College.
- Credit that is older than five years at the time of graduation is considered to be overage credit. No more than 25 percent of the total credit hours required for the master's degree can be more than five years old at the time of graduation. Overage transfer credit cannot be applied to the master's degree.

Validating Overage Coursework to be Applied to a Master's Degree
- When a student wishes to apply overage coursework beyond the allowed limit of 25 percent of the total credit hours required for the master's degree, the excess overage coursework cannot be applied to the master's degree unless it is validated. Potential validation of overage coursework is subject to the discretion of the academic unit and faculty involved; it may not be possible to validate a course which is no longer offered.
- The following types of overage coursework cannot be validated:
  - transfer credit
  - individualized courses such as directed readings, special topics or independent studies
  - coursework for which a grade lower than B was earned.
- Validation of overage coursework requires the approval of the Dean of the Graduate College. To request approval to proceed with validation of an overage course, the student's academic unit should submit a petition that outlines a detailed, concrete plan for evaluating the course content and the student's knowledge.
  - Each course must be validated by a faculty member, usually the original course instructor or current course instructor.
  - If the content that was covered in the overage course is different from the content that is now covered in the course as it is currently offered, the plan must address how the student will demonstrate mastery of the knowledge covered in the current course.
  - If the request for validation is approved by the Dean of the Graduate College, the academic unit may proceed with the validation process.
  - After an evaluation has been conducted for an overage course, the academic unit must submit a report of the results to the Dean of the Graduate College.
  - Overage coursework is not fully validated until the academic unit's report is received and approved by the Dean of the Graduate College.

ADMISSION TO CANDIDACY
A student who has done satisfactory graduate work and has earned a 3.0 grade point average may file for master's candidacy.

A student may initiate the steps to schedule the non-thesis examination and/or the thesis defense only after he or she has been admitted to candidacy. Final authority for admission to candidacy rests with the Dean of the Graduate College.

Program of Graduate Work/Admission to Candidacy Form
- A Program of Graduate Work/Admission to Candidacy form must be submitted to the Graduate College no later than the first Monday in April for Fall graduates, the first Monday in October for Spring graduates or the first Monday in March for Summer graduates.
- Academic units may require earlier submission of this form.
- Qualified graduate assistants who receive a Graduate College tuition waiver will need to submit this form earlier to meet waiver eligibility requirements.
Master's Thesis Topic and Committee Membership Form

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 Committee Selection

- The committee must consist of a committee chair and at least two other members of the graduate faculty.
- The committee chair must hold an M1, M2 or M3 graduate faculty appointment through the student's academic unit.
- A majority of the committee members must hold a graduate faculty appointment through the student's academic unit.
- Special Members of the graduate faculty may not, under any circumstances, serve as the chair of a master's committee or make up the majority of the committee membership.
- The Dean of the Graduate College must approve the committee membership. In rare circumstances, the Dean may appoint additional members to a student's committee.
- If a student wishes to make changes to the thesis topic or committee membership, a new Master's Thesis Topic and Committee Membership form must be completed and submitted at least 14 calendar days prior to the thesis defense.

Changes to the Program of Graduate Work/Admission to Candidacy Form

- Changes to the Program of Graduate Work/Admission to Candidacy form must be submitted in writing to the Graduate College and endorsed by the graduate liaison of the student's academic unit.
- The student should contact the graduate liaison to request approval for the changes before enrolling in coursework that is not listed on the program of study.
- Failure to follow this procedure could delay a student's thesis defense, non-thesis examination and/or graduation.

The Thesis

Students whose thesis research may involve any of the following should promptly contact the appropriate office for advice:

- Human subjects: Contact the Institutional Review Board. (See also Use of Human Subjects in Research)
- Vertebrate animals: Contact the Institutional Animal Care and Use Committee. (See also Use of Vertebrate Animals in Research)

ENROLLMENT REQUIREMENTS FOR THESIS RESEARCH

- Before a student begins work on the thesis, the graduate liaison must contact the Graduate College to obtain approval for the student's first enrollment in Research for Master's Thesis (5980).
- A student who is working on the thesis during a regular semester or Summer session must enroll in at least two hours of 5980, regardless of the total number of hours in which the student is enrolled.
- The number of credit hours for each enrollment in 5980 will be determined by the student's committee chair on the basis of the amount of faculty and university services required by the student during that enrollment.
- Students are required to enroll in 5980 during the Summer session if any of the following apply:
  - The student is actively working on the thesis during Summer.
  - The student is seeking committee advice on the thesis during Summer.
• The student is otherwise using university facilities during Summer, and has previously enrolled in 5980.
• The degree will be conferred in the Summer session.
• After the first enrollment in 5980, the student must maintain continuous enrollment in at least two hours of 5980 during each Fall and Spring semester until all degree requirements are completed.
• The continuous enrollment requirement will be waived only for a student who is not working on the thesis and who is enrolled in at least nine graduate credit hours during a regular semester.
• If a student has not maintained continuous enrollment in master’s thesis hours, the student must retroactively enroll in the number of hours of 5980 for each semester that would have been completed with continuous enrollment.
• The student must pay a late enrollment fee for each semester that would have been completed with continuous enrollment. Retroactive fees and tuition are assessed at the current semester rates. The collection of the appropriate fees is the responsibility of the Office of Academic Records and the Bursar’s Office.

Thesis Defense
• A student must be admitted to candidacy by the Graduate College before scheduling the thesis defense. The Program of Graduate Work/Admission to Candidacy form must be up to date. Any changes to this form must be approved by the Graduate College before the defense can be authorized. (See Changes to the Program of Graduate Work/Admission to Candidacy Form.)
• A student must be in good academic standing during the semester the thesis defense is scheduled. A student who is on probation may not schedule the thesis defense until probationary status has been cleared.
• A student must submit the Request for Authority for Thesis Defense form to the Graduate College and receive authority before defending the thesis. The result of an unauthorized thesis defense will not, under any circumstances, be considered valid.
• Only one attempt to defend the thesis is permitted. If the defense is unsatisfactory, it cannot be repeated.
• A student must be enrolled in at least two credit hours of 5980 at the University of Oklahoma during the semester of the thesis defense.

Thesis Draft
• Before scheduling the thesis defense, the student is responsible for providing every member of the thesis committee with a complete draft of the thesis. Formatting requirements are explained in the Thesis Instruction Packet.
• The thesis committee will determine how far in advance the student should provide the draft to all committee members. This time limit should allow the committee sufficient time to review the thesis before the deadline for submitting the Request for Authority for Thesis Defense form to the Graduate College. This form is due five working days before the defense.

Scheduling the Thesis Defense
The date, time and location of the thesis defense must be scheduled according to the following requirements:

• The student, the committee chair and one other member – at minimum – must be physically present at the same location.
• The defense should be held before the deadline indicated on the Academic Calendar. The defense may not be held during the period of final course examinations, nor may it be held when the university is not in session.
• The defense is open to the public, unless closed by prior approval of the Office of Technology Development under the University Intellectual Property Policy.

Video or Telephone Participation in the Thesis Defense
Advances in electronic media have made it possible for meetings to be held without the presence of every member at the same location. Nevertheless, the integrity and significance of the oral examination process must not be compromised by the absence of a sound committee. The following rules apply to oral examinations and thesis defenses in master’s programs:
• The student, the committee chair and at least one other member must be physically present at the same location.
• Other members of the committee may participate remotely via audio or video conference. All committee members must participate in the defense.
• The Graduate College must be notified of remote participation before the defense in order to make arrangements for signature acceptance.
• Copies or electronic signatures of committee members who have been approved to participate remotely will be accepted on the Authority Report Form for the Thesis Defense. However, original signatures from all members will be required on the final copies of the thesis.

Authority for the Thesis Defense
• The student must submit the signed, completed Request for Authority for Thesis Defense form to the Graduate College at least five working days before the defense.
• If the request for authority can be approved, the Graduate College will issue the Authority Report Form for the Thesis Defense to the student, the thesis committee and the graduate liaison via email. The student may not defend until this form has been issued. The result of an unauthorized defense will not, under any circumstances, be considered valid.
• The Authority Report Form is valid only for the period indicated on the form.
• If the defense is not held during this period, the graduate liaison or committee chair must notify the Graduate College in writing as to why the defense was not held and the form must be returned marked "Not Taken."
• The thesis defense must then be rescheduled for a future term and the student must submit a new Request for Authority for Thesis Defense form.

Result of the Thesis Defense
After the thesis defense, the committee will report its decision on the Authority Report Form for the Thesis Defense by indicating a "satisfactory" or "unsatisfactory" result. This completed form, including original signatures from all committee members, must be received in the Graduate College within 72 hours of the thesis defense.
In the event that the committee does not reach a unanimous decision:

- If one committee member dissents, the dissent is recognized as a minority report.
- If the committee consists of more than three members and two dissent, then the Dean of the Graduate College will investigate and make a final decision.
- If more than two committee members vote "unsatisfactory," the thesis defense will be judged unsatisfactory.

**Unsatisfactory Result and Disenrollment**

- In the event of an unsatisfactory result, the 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 disenrolled student who wishes to apply to a graduate program in another major field should refer to the Disenrollment and Application of Credit from an Unsuccessful Master’s Degree to Another Master’s Degree. No credit from an unsuccessful master’s degree may be applied to a doctoral degree.

**Satisfactory Result and Thesis Deposit**

- After a satisfactory thesis defense, the student must deposit the final thesis within 60 calendar days of the defense. A student planning to graduate in a given semester may need to submit the final thesis sooner in order to meet the graduation deadline for that semester indicated on the Academic Calendar.
- A student who does not deposit during the semester of the defense must enroll in at least two (2) hours of 5980 during the semester in which the thesis is deposited.
- The semester in which the thesis is deposited will be the semester of graduation if all other outstanding requirements for the degree have been completed.
- The student must schedule an appointment to bring two (2) copies of the final thesis to the Graduate College before depositing them with Bizzell Library Acquisitions. The copies must be delivered in person; they cannot be mailed or dropped off.
- For theses in geology or geophysics, three (3) final copies are required.
- The final copies of the thesis must:
  - meet all formatting requirements explained in the Thesis Instruction Packet
  - be submitted unbound and printed single-sided on white, 20- to 24-pound weight, watermarked, 100 percent cotton paper
  - have original signatures from all committee members on the signature page of each copy.
- If the thesis involves human subjects research, the student must submit additional documentation from the IRB along with the final thesis.
- The Graduate College will review the final copies and perform a final degree check. If the final copies are approved, the student will receive a form that must be signed by a representative of Bizzell Library Acquisitions and returned by the student to the Graduate College on the same day.

**Failure to Deposit the Thesis**

- A student may not graduate until all degree requirements, including the thesis deposit, have been completed.
- If the final copies of the thesis are not deposited with Bizzell Library Acquisitions within 60 calendar days of the satisfactory defense, the result of the defense will be set aside and the student will need to repeat the defense.
- A student required to repeat the thesis defense under these circumstances will need to repeat the processes described in the Thesis Defense section of this document, including submission of a new Request for Authority for Thesis Defense form.

**Master’s Degree, Non-Thesis**

Students in non-thesis master’s degree programs are required to complete a non-thesis examination to demonstrate mastery of their academic field of study. This examination is comprehensive in the sense that it should cover all work offered for the degree (with respect to areas of knowledge, not specific courses). The non-thesis examination may be oral, written or both. For certain programs, the non-thesis examination involves a project to be completed during enrollment in Graduate Project (5880).

Work completed for the non-thesis examination should be the result of the student’s individual effort. Graduate students must uphold the highest standards of academic integrity. It is the responsibility of each student to be familiar with the definitions, policies and procedures concerning academic misconduct. These are explained in A Student’s Guide to Academic Integrity at the University of Oklahoma.

**The Non-Thesis Examination**

- The non-thesis examination is one of the requirements of a non-thesis program and cannot be waived.
- A student must be admitted to candidacy by the Graduate College before scheduling the non-thesis examination. The Program of Graduate Work/Admission to Candidacy form must be up to date. Any changes to this form must be approved by the Graduate College before the exam can be authorized. (See Changes to the Program of Graduate Work/Admission to Candidacy Form).
- A student must be in good academic standing during the semester the non-thesis examination is scheduled. A student who is on probation may not schedule the exam until probationary status has been cleared.
- Because the non-thesis examination is comprehensive, a student should complete all required or core courses and at least 75 percent of all coursework listed on the approved Program of Graduate Work/Admission to Candidacy form before taking the exam.
- The graduate liaison must request authority from the Graduate College before the non-thesis examination is administered. The result of an unauthorized exam will not, under any circumstances, be considered valid.
- The non-thesis examination should be held before the deadline indicated on the Academic Calendar. The exam may not be held during the period of final course examinations, nor may it be held while the university is not in session.
- A student who does not pass the non-thesis examination on the first attempt may, at the discretion of the committee,
repeat the exam once in a future term. No more than two attempts to pass the non-thesis examination are permitted.

The result of a non-thesis examination remains valid for two years from the end of the semester in which the exam was completed.

**Enrollment Requirements for the Non-Thesis Examination**

- A student must enroll in at least two graduate credit hours at the University of Oklahoma in the semester in which the non-thesis examination is taken.
- Failure to maintain enrollment for the entire semester will invalidate the result of the examination.
- With the approval of the academic unit and the Dean of the Graduate College, a student may enroll in these two hours as an auditor. However, a student in a program that requires enrollment in Graduate Project (5880) must enroll for credit.

**Enrollment Requirements for Project Research**

The following requirements apply to students in degree programs that require enrollment in Graduate Project (5880):

- A student who is working on the non-thesis examination project during a regular semester or Summer session must enroll in at least two hours of 5880, regardless of the total number of hours in which the student is enrolled.
- The number of project credit hours for each enrollment in 5880 will be determined by the student’s committee chair on the basis of the amount of faculty and university services required by the student during that enrollment.
- Students are required to enroll in 5880 during the Summer session if any of the following apply:
  - The student is actively working on the project during Summer.
  - The student is seeking committee advice on the project during Summer.
  - The student is otherwise using university facilities during Summer and has previously enrolled in 5880.
- The degree will be conferred in the Summer session.
- After the first enrollment in 5880, the student must maintain continuous enrollment in at least two hours of 5880 during each Fall and Spring semester until all degree requirements are completed.
- The continuous enrollment requirement will be waived only for a student who is not working on the project and who is enrolled in at least nine graduate credit hours during a regular semester.
- If a student has not maintained continuous enrollment in project hours, the student must enroll in the number of hours of 5880 for each semester that would have been completed with the continuous enrollment.
- The student must pay a late enrollment fee for each semester that would have been completed with continuous enrollment. Retroactive fees and tuition are assessed at the current semester rates. The collection of the appropriate fees is the responsibility of the Office of Academic Records and the Bursar’s Office.

**Non-Thesis Examination Committee Selection**

- The committee must consist of a committee chair and at least two other members of the graduate faculty.
The Authority Report Form is valid only for the period indicated on the form.

If the examination is not taken during this period, the graduate liaison or committee chair must notify the Graduate College in writing as to why the exam was not taken and the form must be returned marked "Not Taken."

The exam must then be rescheduled for a future term and the graduate liaison must submit a new request for authority.

Result of the Non-Thesis Examination

- The committee should grade the non-thesis examination and report the results to the Graduate College within four weeks after the student has completed the examination. The committee will report its decision on the Authority Report Form for the Non-Thesis Exam by indicating a “satisfactory” or "unsatisfactory" result. This completed form, including original signatures from all committee members, must be received in the Graduate College within one week of the decision or by the end of the semester (whichever occurs first).

- If the committee does not reach a unanimous decision:
  - If one committee member dissents, the dissent is recognized as a minority report.
  - If the committee consists of more than three members and two dissent, then the Dean of the Graduate College will investigate and make a final decision.
  - If more than three committee members vote "unsatisfactory", the examination will be judged unsatisfactory.

Unsatisfactory Result of the Non-Thesis Examination

- A student cannot appeal an unsatisfactory result of the non-thesis examination on the basis that he or she had not completed all required or core courses and at least 75 percent of all coursework listed on the approved Program of Graduate Work/Admission to Candidacy form before taking the exam.

- A student who has failed the first attempt of the non-thesis examination may, at the discretion of the committee, attempt the exam a second time. The department must administer a new exam for the student's second attempt.

- The non-thesis examination may not be attempted a third time.

- A student who has failed the second attempt of the non-thesis examination will be disenrolled from the Graduate College and the student's candidacy for the master's degree will be terminated.

- A disenrolled student who wishes to apply to a graduate program in another major field should refer to the Disenrollment section and Application of Credit from an Unsuccessful Master's Degree to Another Master's Degree. No credit hours from an unsuccessful master's degree program may be applied to a doctoral degree.

MASTER'S DEGREE WITH THESIS AND NON-THESIS EXAMINATION

Some master's degree programs require both a thesis defense and a separate non-thesis examination. Students in these programs will follow Graduate College and university regulations regarding both the thesis defense and the non-thesis examination.

- The applicable Graduate College regulations are described in the preceding sections on the Thesis Defense and Non-Thesis Examination.

Degree Completion and Graduation

- Students must apply for graduation online through oZONE according to the following deadlines established by the Office of Records: October 1 for Fall graduation, March 1 for Spring graduation or July 1 for Summer graduation.

- A student may not graduate until all degree requirements are completed, including the application for graduation.

- A student will graduate during the semester in which all degree requirements are completed.

- Students who wish to participate in the annual university-wide Commencement ceremony or individual College Convocation ceremonies should contact the Graduation Office.

Checklist for Thesis Master's Degree Students

File for candidacy by completing and submitting the Program of Graduate Work/Admission to Candidacy form and the Master's Thesis Topic and Committee Membership form to the Graduate College. These forms are due no later than the first Monday in April for Fall graduation, the first Monday in October for Spring graduation or the first Monday in March for Summer graduation.

- You should consult your academic unit before completing these forms, since your program may set earlier deadlines.

- If you are a graduate assistant receiving a Graduate College tuition waiver, in order to remain eligible for the waiver, you will need to submit these forms after completing a certain number of hours at OU.

Before you begin work on the thesis, your graduate liaison must contact the Graduate College to request permission for your first enrollment in Research for Master’s Thesis (5980). Once you begin work on the thesis, you must enroll in a minimum of two credit hours of 5980 each Fall and Spring semester until all degree requirements are completed. Summer enrollment is also required if you are working on the thesis during the Summer. See the Enrollment Requirements for Thesis Research section for more information.

Once you are in the beginning stages of writing the thesis, review the Thesis Instruction Packet. This packet contains important information about research-related issues and copyright and explains the Graduate College formatting requirements for theses. If your thesis research may involve human subjects research, vertebrate animal research, information that is protected from dissemination by applicable law or by contract, or intellectual property that may potentially be patentable, you should discuss with your committee chair as early as possible in the research process.

During the semester you plan to graduate, apply for graduation online through oZONE no later than Oct. 1 for Fall graduation, March 1 for Spring or July 1 for Summer.

If there are any changes to the coursework listed on your approved Program of Graduate Work/Admission to Candidacy form, contact your academic unit promptly. Changes must be endorsed by your graduate liaison and submitted in writing to the Graduate College. Your graduation could be delayed if the Graduate College is not notified of changes to your program of study.

Before scheduling your thesis defense, provide each member of your committee with a complete draft of your thesis. Your
committee will determine how far in advance you should provide the draft. The committee should have sufficient time to review your thesis before you submit the Request for Authority for Thesis Defense to the Graduate College.

At least five working days before your defense, submit the Request for Authority for Thesis Defense and any required attachments (if applicable) from the Institutional Review Board or Institutional Animal Care and Use Committee. After your request for authority is approved, the Graduate College will email the Authority Report Form for the Thesis Defense to you, your committee and your graduate liaison. You are not authorized to defend your thesis until you receive the Authority Report Form.

No later than 72 hours after your defense, submit the completed Authority Report Form including original signatures from all committee members to the Graduate College.

If your thesis involves human subjects research, contact the IRB office to obtain documentation confirming that your involvement as a graduate student in the research project is officially terminated. You will need to submit this additional documentation to the Graduate College when you deposit the final copies of your thesis.

Make an appointment to deposit your thesis by visiting http://iadvise.ou.edu. Two (2) unbound final copies of your thesis, printed single-sided on white, 20- to 24-pound weight, watermarked, 100 percent cotton paper, are due to the Graduate College no later than 60 calendar days after your defense.

- If you plan to graduate in a particular semester, you must meet the semester deposit deadline given on the Academic Calendar, usually the last day of the final examination period.
- If your major is geology or geophysics, you will submit three (3) final copies of your thesis.

Congratulations!

Checklist for Non-Thesis Master’s Degree Students

File for candidacy by completing and submitting the Program of Graduate Work/Admission to Candidacy form to the Graduate College. This form is due no later than the first Monday in April for Fall graduation, the first Monday in October for Spring graduation or the first Monday in March for Summer graduation.

- You should consult your academic unit before completing this form, since your program may set an earlier deadline.
- If you are a graduate assistant receiving a Graduate College tuition waiver, in order to remain eligible for the waiver, you will need to submit this form after completing a certain number of hours at OU.

During the semester you plan to graduate, apply for graduation online through Ozone no later than Oct. 1 for Fall graduation, March 1 for Spring or July 1 for Summer.

Review the Non-Thesis Instruction Packet and contact your academic unit for information about what procedures you should follow to schedule your non-thesis (comprehensive) examination.

- You should complete all required or core courses and at least 75 percent of all coursework on your approved Program of Graduate Work/Admission to Candidacy form before taking the exam. A student cannot appeal an unsatisfactory result of the exam on the basis that he or she had not completed this coursework.
- Work completed for the non-thesis examination should be the result of your individual effort. All graduate students should be familiar with the A Student’s Guide to Academic Integrity at the University of Oklahoma.

If there are any changes to the coursework listed on your approved Program of Graduate Work/Admission to Candidacy form, contact your academic unit promptly. Changes must be endorsed by your graduate liaison and submitted in writing to the Graduate College. Your graduation could be delayed if the Graduate College is not notified of changes to your program of study.

The graduate liaison of your academic unit must request and obtain the appropriate authority from the Graduate College before you may begin the non-thesis examination. After the request for authority is approved, the Graduate College will email the Authority Report Form for the Non-Thesis Exam to the committee and graduate liaison.

The completed Authority Report Form including original signatures from all committee members is due in the Graduate College within one week of the committee’s decision.

Congratulations!

Information for Doctoral Students

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.

Basic Requirements for the Doctoral Degree

Graduate College Requirements

- 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 will take appropriate graduate coursework, successfully complete the general examination and successfully defend and deposit the dissertation.
- The doctoral degree requires at least 90 post-baccalaureate hours, including both formal coursework and hours of research.
- All coursework applied to the doctoral degree must carry graduate credit.

Residence Requirement

The primary purpose of the residence requirement 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, the university should 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 at OU for at least two consecutive 16-week semesters during the pursuit of the doctoral degree while enrolled and engaged in coursework or research activities as prescribed by the major academic unit.

**Responsibilities of the Academic Unit**

- Each academic unit offering the doctoral degree is responsible for determining how its graduate program will function within university and Graduate College guidelines.
- Within these guidelines, academic units determine the overall structure of the program with respect to required coursework, elective coursework, and specific research skills, as well as the minimum number of credit hours required for the degree and the minimum and/or maximum number of dissertation hours that may be applied to the degree.

**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.
- Credit transferred from other institutions must meet specific criteria and is subject to certain limitations (see Transfer Credit Applied to the Doctoral Degree).
- Courses completed through correspondence study may not be applied toward the doctoral degree.

**TRANSFER CREDIT APPLIED TO THE DOCTORAL DEGREE**

Transfer credit applied to a doctoral degree at the University of Oklahoma is subject to limitations and must meet criteria established by the Office of Graduate Admissions, the academic unit offering the degree and the Graduate College. Academic units may set more stringent rules for transfer credit, which must be identified in the section of the University of Oklahoma General Catalog describing the academic unit’s graduate programs.

**Graduate College Guidelines for Transfer Credit Applied to the Doctoral Degree**

Transfer credit must meet all of the following criteria:

- Official transcripts must be submitted to the Office of Graduate Admissions for verification that the coursework transferred represents valid graduate credit earned in graduate-level courses from a regionally-accredited college or university.
- The credit was not previously applied to a completed bachelor’s or doctoral degree.
- The credit is not more than five years old at the time of admission or readmission to the University of Oklahoma graduate degree program.
- The credit is applicable toward the degree.
- 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 3.0 or higher. Transfer credit carrying a grade of B-minus, P or CR cannot be applied to a graduate degree.
- The credit is approved by the academic unit, which may have more stringent requirements than those of the Graduate College.
- The credit is approved by the Dean of the Graduate College.

**Graduate College Limitations on Transfer Credit Applied to the Doctoral Degree**

When combined, hours transferred from other institutions and residence credit taken before admission to the doctoral program may not constitute more than 49 percent of the minimum number of credit hours required for the doctoral degree. The number of transfer hours accepted for each student is determined on an individual basis at the advisory conference.

**Transfer Credit from a Master’s Degree Applied to the Doctoral Degree**

With the approval of the advisory conference committee, the graduate liaison and the Dean of the Graduate College, credit that has been applied to a completed master’s degree (or the equivalent, as determined by the Office of Graduate Admissions) may be applied to a doctoral degree, regardless of the age of the hours at the time of admission or readmission to the University of Oklahoma graduate degree program. In every case:

- When combined, hours transferred from other institutions and residence credit taken before admission to the doctoral program may not constitute more than 49 percent of the minimum number of credit hours required for the doctoral degree.
- Transfer credit for thesis research from a completed master’s degree may be applied to a doctoral degree but is limited to the total thesis hours required for the equivalent master’s degree at OU.
- If credit applied to a completed master’s degree has already been applied to one doctoral degree, it cannot be applied to a second doctoral degree.
- The transfer credit must meet all other guidelines and limitations set by the Graduate College and the academic unit.

**Transfer Credit From a Professional Degree Applied to the Doctoral Degree**

Graduate-level coursework applied to a completed professional degree (e.g., D.D., M.D., J.D., D.V.M. D.D.S.) may be applied to the doctoral degree with approval of the advisory conference committee and the Dean of the Graduate College, provided that the coursework carries graduate credit and meets all other requirements for transfer credit set by the Graduate College and the academic unit offering the degree.

**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 averages used to determine satisfactory academic progress.

**OU COURSEWORK TAKEN BEFORE ADMISSION TO A DOCTORAL DEGREE PROGRAM**

Credit from an OU Master’s Degree Applied to the Doctoral Degree

With the approval of the advisory conference committee, the graduate liaison and the Dean of the Graduate College, credit that has been applied to a completed OU master’s degree may be applied to a doctoral degree, regardless of the age of the hours at
the time of admission or readmission to the doctoral program. In
every case:

- When combined, hours transferred from other institutions and
  residence credit taken before admission to the doctoral
  program may not constitute more than 49 percent of the
  minimum number of credit hours required for the doctoral
  degree.
- Credit for thesis research from a completed OU master’s
  degree may be applied to a doctoral degree but is limited to
  the total thesis hours required for the master’s degree.
- If credit applied to a completed OU master’s degree has
  already been applied to one doctoral degree, it cannot be
  applied to a second doctoral degree.
- The credit must meet all other guidelines and limitations set by
  the Graduate College and the academic unit.

Graduate College Guidelines for Residence Credit Taken before
Admission to a Doctoral Degree Program

- Residence credit taken before admission to an OU doctoral
  degree program must meet the guidelines for transfer credit
  (see Graduate College Guidelines for Transfer Credit Applied to
  the Doctoral Degree). Note that residence credit approved to
  apply toward a doctoral degree is included in the calculation of
  grade point averages used to determine eligibility for
  graduation.
- Residence credit includes:
  - graduate coursework completed while in a non-degree
    seeking status at OU
  - graduate coursework completed while pursuing a previous
    OU graduate degree (but which was not applied to that
    degree)
  - coursework completed during the junior/senior years of the
    OU undergraduate degree and approved to carry graduate
    credit (but which was not applied to that degree)
  - graduate coursework completed at the University of
    Oklahoma Health Sciences Center
  - When combined, hours transferred from other institutions and
    residence credit taken before admission to a graduate degree
    program may not constitute more than 49 percent of the
    minimum hours required for the doctoral degree.

Application of Residence 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
cannot be applied to the doctoral degree unless the courses are
part of a completed master’s degree.

COURSE CREDIT LIMITATIONS

3000/4000 Level Courses

- With approval of the academic unit offering the degree, a
  student may apply up to 15 credit hours of 3000- and/or 4000-
  level courses that carry graduate credit to the doctoral degree.
- A maximum of 12 credit hours of the 4000-level courses may be
  from the academic unit offering the degree.

S/U Graded Courses

For coursework applied to an OU doctoral degree:

- No more than one-half of the credits for OU coursework,
  excluding Research for Doctoral Dissertation (6980), may be
  S/U-graded coursework.

- No more than one-half of the overall coursework (OU credit
  and transfer credit combined), excluding 6980, may be S/U-
  graded coursework.

Application of Credit from an Unsuccessful Graduate
degree Program to Another Graduate Degree Program

- No credit hours from an unsuccessful master’s or doctoral
  program may be applied to a doctoral degree.
- Credit hours from a completed master’s degree that were
  applied to an unsuccessful doctoral degree may be applied to
  another doctoral degree with approval of the academic unit
  offering the new doctoral degree and the Dean of the Graduate
  College.

TIME LIMITS FOR COMPLETION OF THE DOCTORAL
DEGREE

- A student who enters the doctoral program with a bachelor’s
  degree is expected to pass the general examination within five
  calendar years of the student’s first enrollment in a graduate
  course applied to the doctoral degree.
- A student who enters doctoral 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 graduate
  course applied to the doctoral degree which was not applied to
  the master’s degree.
- A student becomes a doctoral candidate upon successful
  completion of the general examination.
- A doctoral candidate is expected to complete all degree
  requirements, including the defense and deposit of the
  dissertation, within five calendar years after passing the
  general examination.
- Academic units may set shorter time limits, which must be
  identified in the section of the University of Oklahoma General
  Catalog describing their graduate programs.
- Students in these programs are subject to the shorter time
  limit.
- No program may set longer time limits for degree completion
  than those established by the Graduate College.

Extensions for the Doctoral Degree

- If an academic unit determines that additional time is needed
  for a student to complete the doctoral general examination or
  all degree requirements, the student’s committee should
  petition the Dean of the Graduate College for an extension.
- The petition should explain why additional time is necessary
  and specify when the student is expected to complete the
  exam or the outstanding degree requirements. The petition
  must also be endorsed by the graduate liaison and the
  student’s committee.

The Advisory Conference

- The purpose of the advisory conference is to aid the student in
developing an overall plan for attaining a doctoral degree.
- The student and all committee members are expected to
  attend the advisory conference.
- After the advisory conference, the student will submit the
  signed, completed Advisory Conference Report form (ACR) to
  the Graduate College (see Advisory Conference Report).
ADVISORY CONFERENCE COMMITTEE MEMBERSHIP

The student should select members of the advisory conference committee in consultation with the academic unit. The advisory conference committee will examine the student’s academic record to determine the coursework required to meet the student’s individual needs. In most cases, the advisory conference committee will become the student’s doctoral committee.

- The committee must consist of a committee chair, an outside member and at least three other members of the graduate faculty.
- A majority of the committee members must hold an M2 or M3 graduate faculty appointment through the student’s academic unit. Faculty with special member (SM) status are not included in this majority.
- The Dean of the Graduate College must approve the committee membership.

The Committee Chair

- Only one individual may be formally designated as the committee chair on the Advisory Conference Report and must hold an M3 University of Oklahoma graduate faculty appointment through the student’s academic unit. This committee member will be responsible for all chair functions and will sign doctoral paperwork as the committee chair. However, more than one committee member may be identified as "Co-Chair" on the signature page of the final dissertation.
- The chair serves as the student’s primary adviser for all areas of the doctoral program coursework and dissertation. The chair, along with the other committee members, is responsible for ensuring that the dissertation meets the standards of the university, the student’s program and the field of study.

The Outside Member

- The designated outside member of an advisory conference committee or doctoral committee must hold an M2 or M3 University of Oklahoma graduate faculty appointment outside the student’s academic unit. An individual who holds a graduate faculty appointment through the student’s academic unit is not eligible to serve as the student’s outside member.
- Although more than one committee member may hold a graduate faculty appointment outside the student’s academic unit, only one individual may be formally designated as the outside member on the Advisory Conference Report. This individual will be responsible for all outside member functions and will sign doctoral paperwork as the outside member.
- In addition to the responsibilities shared by all committee members, the outside member is charged with ensuring that the rights and interests of the student and the policies and standards of the Graduate College are maintained. Therefore, the outside member should be present at all committee meetings.
- The outside member must be familiar with the rules, regulations, policies and quality standards of the Norman campus Graduate College. Therefore, the following categories of faculty are not, under any circumstances, eligible to serve as the designated outside member of a doctoral student’s committee:
  - College of Law faculty
  - Health Sciences Center faculty
  - faculty from other institutions or organizations
  - retired University of Oklahoma faculty
  - The Dean of the Graduate College 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 committee, or may serve only at the time of the examination.

Special Faculty Members

- Special member (SM) graduate faculty status may be assigned to individuals within or outside the university whose participation on a student’s committee is recommended by an academic unit and approved by the Dean of the Graduate College.
- Under no circumstances may a special member serve as the chair or outside member of an advisory conference committee or doctoral committee.
- A special member of the graduate faculty must have the approval of the Dean of the Graduate College to serve on a student’s committee. The student’s academic unit must provide justification for allowing the special member to serve on the committee.
- Special members may not make up the majority of the committee membership.

Advisory Conference Report

- After the advisory conference, the student is responsible for submitting the completed Advisory Conference Report (ACR) to the Graduate College. This report lists all coursework to be applied to the doctoral degree, identifies all members of the student’s advisory conference committee, and requires original signatures from the student, all committee members and the graduate liaison of the student’s academic unit.
- The ACR must be submitted to the Graduate College no later than one semester before the student plans to take the general examination.
- Academic units may require earlier submission of this form.
- Qualified graduate assistants who receive a Graduate College tuition waiver will need to submit this form earlier to meet waiver eligibility requirements.
- Final approval of the ACR rests with the Dean of the Graduate College.

Changes to the Advisory Conference Report

- Any changes to the coursework or committee membership listed on the approved Advisory Conference Report require the approval of the Dean of the Graduate College.
- To request approval for the changes, the student must submit a signed, completed Request for Change in Doctoral Advisory Conference Report form to Graduate College.
- The Graduate College will notify the student, committee and graduate liaison to confirm final approval or denial of the changes requested.
- No changes in committee membership are permitted 30 calendar days before the general examination or the dissertation defense. For additional guidelines regarding changes to doctoral committee membership, see Changes to the Doctoral Committee.
The Doctoral Committee

Doctoral committee membership follows the same guidelines and regulations applicable to the advisory conference committee (see Advisory Conference Committee Membership). In most cases, the advisory conference committee will become the student’s doctoral committee.

- The doctoral committee will be responsible for advising, directing, assisting and encouraging the student throughout the doctoral program.
- The student’s doctoral committee will:
  - prepare and conduct the general examination
  - conduct the final oral examination over the dissertation

Changes to the Doctoral Committee

- A doctoral student who decides it is necessary to change the composition of the doctoral committee should consult the graduate liaison and the doctoral committee for advice.
- If it is determined that a committee change is appropriate, the student must submit a signed, completed Request for Change in Doctoral Advisory Conference Report form. This form requires original signatures from all committee members including those being removed, with the exception of anyone no longer associated with the University of Oklahoma.
- Faculty members who are away from campus on a university-approved leave of absence or sabbatical may give electronic approval for committee changes that become necessary during their absence.
- If faculty members on leave will not be available during their absence, the department chair will have authority—with approval of the Dean of the Graduate College—to act for them on these changes.
- The Graduate College will notify the student, committee and graduate liaison to confirm final approval or denial of the changes requested.
- No change in committee membership is permitted 30 calendar days before the general examination or the dissertation defense.

Committee Members Who Leave the University

- A faculty member who retires from or is no longer employed by the university cannot continue to serve on a student’s committee without approval of the Dean of the Graduate College.
- A former faculty member who wishes to remain on a student’s committee should work with the student and the academic unit to submit a written request for appointment to the graduate faculty as a special member (see Special Faculty Members). This request must be made before the faculty member has left the university.
- The Dean of the Graduate College will review the request and make a decision as to whether it is appropriate for the former faculty member to remain on the student’s committee.
- A faculty member who is leaving the university should not expect approval to remain on a student’s committee unless the following criteria can be met:
  - The faculty member is willing to consult regularly with the student, read the dissertation and attend the final oral examination (dissertation defense). These all must be accomplished with no cost to the university.
  - The student has passed the general examination and will be in the final year of dissertation research when the faculty member leaves the university.

The General Examination

When the student is enrolled in or has completed the final semester of coursework, the student should prepare for the general examination. The general examination 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. The first part of the general examination consists of written examinations. A satisfactory written examination will be followed by an oral examination in the presence of the entire committee.

- The student’s Advisory Conference Report (ACR) must be approved by the Graduate College before the student may apply to take the general examination. The ACR must be up to date. Any changes to the ACR must be approved by the Graduate College before the exam can be authorized (see Changes to the Advisory Conference Report).
- The student must apply for the general examination and receive authority from the Graduate College before beginning work on the written portion of the exam. The result of an unauthorized exam will not, under any circumstances, be considered valid.
- A student may not proceed to the oral portion until the written portion has been satisfactorily completed.
- Both the written portion and the oral portion must be completed within the same semester.
- A student must be in good academic standing during the semester the general examination is scheduled. A student who is on probation may not apply to take the exam until probationary status has been cleared.
- The student must be enrolled in at least two graduate credit hours at the University of Oklahoma during the semester the general examination is held.
- A student who does not pass the general examination on the first attempt may, at the discretion of the committee, repeat the exam once in a future term. No more than two attempts to pass the general examination are permitted.

Scheduling the General Examination

- Before applying to take the general examination, the student must work with the committee to determine the date he or she will begin work on the written portion of the exam, as well as the date, time, and location for the oral portion of the exam.
- For the oral portion of the exam, the student, the committee chair and the outside member—at minimum—must be physically present at the same location.
- No changes in committee membership are permitted 30 calendar days before the general examination.
- The general examination should be held before the deadline indicated on the Academic Calendar. The exam may not be held during the period of final course examinations, nor may it be held while the university is not in session.
Video or Telephone Participation in the General Examination

Advances in electronic media have made it possible for meetings to be held without the presence of every member at the same location. Nevertheless, the integrity and significance of the oral examination process must not be compromised by the absence of a sound committee. The following rules apply to the oral portion of the general examination:

- The student, the committee chair and the outside member—at minimum—must be physically present at the same location.
- Other committee members may participate remotely via audio or video conference.
- The Graduate College must be notified of remote participation before the defense in order to make arrangements for signature acceptance.
- Copies or electronic signatures of committee members who have been approved to participate remotely will be accepted on the Authority Report Form for the General Examination.
- Petitions for exceptions to the remote participation policy will be considered in extraordinary circumstances. If necessary, one committee member—other than the chair or outside member—may be absent with prior approval of the Dean of the Graduate College.

Authority for the General Examination

The student must submit the completed General Exam Application for the Doctoral Degree form to the Graduate College no later than the end of the second week of the semester in which the exam will be taken. This form requires original signatures from the student, the committee chair and the graduate liaison.

If the application can be approved, the Graduate College will issue the Authority Report Form for the General Examination to the doctoral committee, the student and the graduate liaison via email. The student may not begin work on the written portion of the exam until this form has been issued. The result of an unauthorized exam will not, under any circumstances, be considered valid.

The Authority Report Form is valid only for the period indicated on the form.

- If no portion of the exam is held during this period, the graduate liaison or committee chair must notify the Graduate College in writing as to why the exam was not held and the form must be returned marked “Not Taken.”
- The exam must then be rescheduled for a future term and the student must submit a new General Exam Application for the Doctoral Degree.

Result of the General Examination

After the written portion has been completed, the doctoral committee should meet to determine the result of the written examination.

- If the result of the written portion is satisfactory, the student may proceed to the oral portion as scheduled.
- If the result of the written portion is marginal, but not unsatisfactory, the committee may find it appropriate to request to hold the result of the exam in abeyance (see Marginal Result of the General Examination).
- If the result of the written portion is unsatisfactory, the student has failed the general examination and may not proceed to the oral portion (see Unsatisfactory Result of the General Examination).
- After the oral portion of the general examination, the committee will report its decision on the Authority Report Form for the General Examination by indicating a "satisfactory" or "unsatisfactory" result for each portion. This completed form, including original signatures from all committee members, must be received in the Graduate College within 72 hours of the exam.
- In the event that the committee does not reach a unanimous decision:
  - The Dean of the Graduate College will review the dissenting opinion and may choose to confer with the dissenting member(s), the committee chair or the entire committee.
  - The decision of the Dean of the Graduate College is final.
- If the result of the oral portion is satisfactory, the Dean of the Graduate College will admit the student to candidacy for the doctoral degree.

Marginal Result of the General Examination

If the result of either portion of the general examination is marginal, but not unsatisfactory, and the committee wishes the student to do further reading, investigations, etc., the committee can request to hold the result of the exam in abeyance.

- To request abeyance, the committee and graduate liaison should submit a petition to the Dean of the Graduate College.
- The petition must identify the additional work required of the student and state a specific time period—usually limited to two months, but never longer than one semester—during which the student must complete the extra work.
- If the request for abeyance is approved by the Dean of the Graduate College, the student may complete the additional work specified by the doctoral committee.
- At the end of the time period approved for abeyance, the committee must report its decision to the Graduate College on the Authority Report Form for the General Examination by indicating a “satisfactory” or “unsatisfactory” result for each portion.
- If the request for abeyance is denied by the Dean of the Graduate College, the committee must report the unsatisfactory result of the examination to the Graduate College on the Authority Report Form for the General Examination.

Unsatisfactory Result of the General Examination

- If either the written or oral portion of the general examination is failed, the signed, completed Authority Report Form for the General Examination must be submitted to the Graduate College within 72 hours.
- A student who has failed the first attempt of the general examination may, at the discretion of the committee, attempt the exam a second time in a future term. If the committee and graduate liaison approve a second attempt, the student must submit a new General Exam Application for the Doctoral Degree to the Graduate College. Both the written portion and the oral portion must be repeated. The committee must administer a new exam for the student’s second attempt.
A student who has failed the second attempt of the general examination will be terminated from the doctoral program. (see Disenrollment and Application of Credit from an Unsuccessful Doctoral Degree to a Master's Degree)

The 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:
  - It is a work of original research scholarship that makes a contribution to existing knowledge.
  - It demonstrates the candidate’s mastery of research methods of the special field.
  - It demonstrates the student's ability to address a significant intellectual problem and arrive at a successful conclusion.

- The student should select a dissertation topic in consultation with the committee chair.

- A student whose dissertation research may involve any of the following should promptly contact the appropriate office for advice:
  - Human subjects: Contact the Institutional Review Board. (See also Use of Human Subjects in Research)
  - Vertebrate animals: Contact the Institutional Animal Care and Use Committee. (See also Use of Vertebrate Animals in Research)

- Students whose dissertation research may involve any of the following should review the “Research Issues” section of the Graduate College Dissertation Instruction Packet with their committee chair as early as possible in the research process, and inform their Graduate College counselor of the potential need for an embargo of the dissertation:
  - Information that is protected from dissemination by applicable law or by contract: Review the "Research Holds and IP Holds" section of the Dissertation Instruction Packet. Dissertations may not contain material that requires permanent restriction from publication.
  - Intellectual property that may potentially be patentable: Review the “Disclosure of Patentable Inventions” section of the Dissertation Instruction Packet.

Enrollment Requirements for Dissertation Research

- Before a student begins work on the dissertation, the General Exam Application for the Doctoral Degree must be submitted to the Graduate College.

- A student who is working on the dissertation during a regular semester or Summer session must enroll in at least two hours of 6980, regardless of the total number of hours in which the student is enrolled.

- The number of credit hours for each enrollment in 6980 will be determined by the student’s committee chair on the basis of the amount of faculty and university services required by the student during that enrollment.

- Students are required to enroll in 6980 during the Summer session if any of the following apply:
  - The student is actively working on the dissertation during Summer.

- The student is seeking committee advice on the dissertation during Summer.

Enrollment Requirements for the Doctor of Musical Arts Degree

Candidates for the Doctor of Musical Arts degree are required to complete a written document which differs from a dissertation in content and purpose, but nonetheless demonstrates a high standard of scholarship and contributes to existing knowledge. This document is completed during enrollment in Doctor of Musical Arts Project (MUS 6880).

- All regulations that apply to enrollment in dissertation research hours (6980) also apply to enrollment in document hours (MUS 6880). See Enrollment Requirements for Dissertation Research above.

- All regulations that apply to the dissertation defense also apply to the document defense. See Dissertation Defense below.

Dissertation Defense

- A student must be admitted to candidacy by the Graduate College before scheduling the dissertation defense.

- The student’s Advisory Conference Report (ACR) must be up to date. Any changes to the ACR must be approved by the Graduate College before the defense can be authorized. (See Changes to the Advisory Conference Report)

- A student must be in good academic standing during the semester the dissertation defense is scheduled. A student who is on probation may not schedule the dissertation defense until probationary status has been cleared.

- A student should complete the online Request for Degree Check form through the Graduate College website at least four weeks before the intended defense date.

- A student must submit the Request for Authority for Dissertation Defense form to the Graduate College and receive authority before defending the dissertation. The result of an unauthorized dissertation defense will not, under any circumstances, be considered valid.

- Only one attempt to defend the dissertation is permitted. If the defense is unsatisfactory, it cannot be repeated.
• A student must be enrolled in at least two credit hours of 6980 at the University of Oklahoma during the semester of the dissertation defense.

Dissertation Draft
• Before scheduling the dissertation defense, the candidate is responsible for providing every member of the doctoral committee with a complete draft of the dissertation. Formatting requirements are explained in the Dissertation Instruction Packet.
• The doctoral committee will determine how far in advance the student should provide the draft to all committee members. This time limit should allow the committee sufficient time to review the dissertation before the deadline for submitting the Request for Authority for Dissertation Defense form to the Graduate College. This form is due ten (10) working days before the defense.
• The committee will read the dissertation and determine whether it demonstrates the student’s ability to conduct original research and makes a significant contribution to the student’s discipline.
• 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, the student may be required to make further changes and corrections.

Scheduling the Dissertation Defense
The date, time and location of the dissertation defense must be scheduled according to the following requirements:
• The student, the committee chair and the outside member—at minimum—must be physically present at the same location.
• No changes in committee membership are permitted 30 calendar days before the dissertation defense.
• The defense should be held before the deadline indicated on the Academic Calendar. The defense may not be held during the period of final course examinations, nor may it be held while the university is not in session.
• The defense is open to the public, unless closed by prior approval of the Office of Technology Development under the University Intellectual Property Policy.

Video or Telephone Participation in the Dissertation Defense
Advances in electronic media have made it possible for meetings to be held without the presence of every member at the same location. Nevertheless, the integrity and significance of the oral examination process must not be compromised by the absence of a sound committee. The following rules apply to the dissertation defense:
• The student, the committee chair and the outside member—at minimum—must be physically present at the same location.
• Other committee members may participate remotely via audio or video conference.
• The Graduate College must be notified of remote participation before the defense in order to make arrangements for signature acceptance.
• Copies of electronic signatures for committee members who have been approved to participate remotely will be accepted on the Authority Report Form for the Dissertation Defense.

However, original signatures from all members will be required on the final printed dissertation.
• Petitions for exceptions to the remote participation policy will be considered in extraordinary circumstances. If necessary, one committee member—other than the chair or outside member—may be absent with prior approval of the Dean of the Graduate College. A committee member whose absence is approved by the Dean will still be required to sign the final printed dissertation.

Degree Check
The student must complete the online Request for Degree Check at least four weeks before the defense (i.e., ten working days before submitting the Request for Authority for Dissertation Defense form to the Graduate College). The Graduate College will notify the student of the result of the degree check via email.

Authority for the Dissertation Defense
• After requesting a degree check and scheduling the defense, the student must submit the signed, completed Request for Authority for Dissertation Defense form to the Graduate College at least ten (10) working days before the defense. This form requires original signatures from the student, the committee chair, and the graduate liaison.
• The graduate liaison’s signature on this form acknowledges that all academic unit requirements have been satisfied; it does not constitute the liaison’s approval of the written dissertation.
• If the request for authority can be approved, the Graduate College will issue the Authority Report Form for the Dissertation Defense to the student, the doctoral committee, and the graduate liaison via email. The student may not defend until this form has been issued. The result of an unauthorized defense will not, under any circumstances, be considered valid.
• The Authority Report Form is valid for the period indicated on the form.
• If the defense is not held during this period, the graduate liaison or committee chair must notify the Graduate College in writing as to why the defense was not held and the form must be returned marked “Not Taken.”
• The dissertation defense must then be rescheduled for a future term and the student must submit a new online Request for Degree Check and a new Request for Authority for Dissertation Defense form.

Result of the Dissertation Defense
• After the dissertation defense, the committee will report its decision on the Authority Report Form for the Dissertation Defense by indicating a “satisfactory” or “unsatisfactory” result. This completed form, including original signatures from all committee members, must be received in the Graduate College within 72 hours of the dissertation defense.
• In the event that the committee does not reach a unanimous decision:
  • If one committee member dissents, the dissent is recognized as a minority report.
  • If two members dissent, then the Dean of the Graduate College will investigate and make a final decision.
  • If more than two members dissent, the defense will be judged unsatisfactory.
Unsatisfactory Result and Disenrollment

- In the event of an unsatisfactory result, 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 doctoral degree will be terminated.
- A disenrolled student who wishes to apply to a graduate program in another major field should refer to Disenrollment and Application of Credit from an Unsuccessful Doctoral Degree to a Master’s Degree.

Satisfactory Result and Dissertation Deposit

- After a satisfactory defense, the student must deposit the final dissertation in both print and electronic form within 60 calendar days of the defense. A student planning to graduate in a given semester may need to submit the final printed and electronic copies sooner in order to meet the graduation deadline for that semester indicated on the Academic Calendar.
- A student who does not deposit during the semester of the defense must enroll in at least two hours of 6980 during the semester in which the dissertation is deposited.
- The semester in which the dissertation is deposited will be the semester of graduation if all other outstanding requirements for the degree have been completed.
- The student must schedule an appointment to bring one (1) copy of the final printed dissertation to the Graduate College before depositing it with Bizzell Library Acquisitions. The dissertation must be delivered in person; it cannot be mailed or dropped off.
- For dissertations in geology or geophysics, two (2) printed copies are required.
- The final printed dissertation must meet all of the following requirements:
  - meet all formatting requirements explained in the Dissertation Instruction Packet
  - must be submitted unbound and printed single-sided on white, 20 to 24 pound weight, watermarked, 100 percent cotton paper
  - The signature page must have original signatures from all committee members
  - Along with the final dissertation, the student must complete, print, and submit the Entry Form for Dissertation Title on Student’s Academic Record and, if applicable, documentation from the IRB (see Checklist for Doctoral Students) at the time of deposit.
- The Graduate College will review the final copy and perform a final degree check. If the final dissertation is approved, the student will be directed to deliver it to Bizzell Library Acquisitions. The Dissertation Title form must be signed by a representative of Acquisitions and returned by the student to the Graduate College on the same day.
- The student must also electronically submit the final dissertation to the SHAREOK institutional repository, according to the instructions provided by the Graduate College in the email authorizing the dissertation defense. The electronic dissertation must meet all Graduate College formatting requirements and must be identical to the final printed dissertation, with the exception that it should not include committee signatures.

Failure to Deposit the Dissertation

- A student may not graduate until all degree requirements, including the printed and electronic dissertation deposit, have been completed.
- If the dissertation deposit process—including both the printed and electronic copies—is not completed within 60 calendar days of the satisfactory defense, the result of the defense will be set aside and the student will need to repeat the defense.
- A student required to repeat the dissertation defense under these circumstances will need to repeat the processes described in the Dissertation Defense section of this document, including submission of a new online Request for Degree Check form and a new Request for Authority for Dissertation Defense form.

Degree Completion and Graduation

- Students must apply for graduation online through oZONE according to the following deadlines established by the Office of Records: October 1 for Fall graduation; March 1 for Spring graduation or July 1 for Summer graduation.
- A student may not graduate until all degree requirements are completed, including the application for graduation.
- A student will graduate during the semester in which all degree requirements are completed.
- Doctoral candidates are individually recognized and hooded on stage at the university-wide Commencement ceremony. Students who wish to participate in Commencement or in a College Convocation ceremony should contact the Graduation Office.

Checklist for Doctoral Students

Work with your academic unit to form your committee and schedule the advisory conference. You will need to submit the Advisory Conference Report form (ACR) to the Graduate College no later than one semester before you plan to take the general examination.

- You should consult your academic unit, since your program may have specific regulations or recommendations for scheduling the advisory conference.
- If you are a graduate assistant receiving a Graduate College tuition waiver, in order to remain eligible for the waiver, you will need to submit this form after completing a certain number of hours at OU.

When you are enrolled in or have completed the final semester of coursework, you should prepare for the general examination. No later than the second week of the semester in which you will take the exam, submit the General Exam Application for the Doctoral Degree to the Graduate College. After your application is approved, the Graduate College will email the Authority Report Form for the General Examination to you, your committee and your graduate liaison. You may not begin work for the exam until you receive the Authority Report Form.

No later than 72 hours after the exam, submit the completed Authority Report Form, including original signatures from all committee members, to the Graduate College. You will be admitted to doctoral candidacy after satisfactorily completing the general examination.
Once you begin work on the dissertation, you must enroll in a minimum of two credit hours of 6980 each Fall and Spring until all degree requirements are completed. (Summer enrollment is also required if you are working on the dissertation during Summer; see Enrollment Requirements for Dissertation Research).

Once you are in the beginning stages of writing the dissertation, review the Dissertation Instruction Packet. This packet contains important information about research-related issues and copyright, and explains the Graduate College formatting requirements for doctoral dissertations. If your dissertation research may involve human subjects research, vertebrate animal research, information that is protected from dissemination by applicable law or contract, or intellectual property that may potentially be patentable, you should discuss this with your committee chair as early as possible in the research process.

During the semester you plan to graduate, apply for graduation online through oZONE no later than Oct. 1 for Fall graduation, March 1 for Spring, or July 1 for Summer.

Before scheduling your dissertation defense, provide each member of your committee with a complete draft of your dissertation. Your committee will determine how far in advance you should provide the draft. The committee should have sufficient time to review the dissertation before you submit the Request for Authority for Dissertation Defense form to the Graduate College. After your committee has approved the draft, arrange the date, time and location for your defense.

At least four weeks before your defense, submit the online Request for Degree Check to the Graduate College. The Graduate College will notify you of the result of the degree check via email.

At least ten (10) working days before your defense, submit the Request for Authority for Dissertation Defense and any required attachments (if applicable) from the Institutional Review Board or Institutional Animal Care and Use Committee. After your request for authority is approved, the Graduate College will email the Authority Report Form for the Dissertation Defense to you, your committee and your graduate liaison. You are not authorized to defend until you receive the Authority Report Form.

No later than 72 hours after the defense, submit the completed Authority Report Form, including original signatures from all committee members, to the Graduate College.

If your dissertation involves human subjects research, contact the IRB office to obtain documentation confirming that your involvement as a graduate student in the research project is officially terminated. You will need to submit this additional documentation to the Graduate College at the time you deposit the final dissertation.

Make an appointment to deposit your dissertation by visiting https://iadvise.ou.edu. One (1) unbound copy of your dissertation is due to the Graduate College no later than 60 calendar days after your defense.

- If you plan to graduate in a particular semester, you must meet the semester deposit deadline given on the Academic Calendar, usually the last day of the final examination period.
- If your major is geology or geophysics, you will submit two (2) printed copies of your dissertation.

The final dissertation must be printed single-sided on white, 20-to 24-pound weight, watermarked, 100 percent cotton paper.

At the time you deposit your dissertation, you must also print, complete and submit the Entry Form for Dissertation Title on Student’s Academic Record and the Certificate of Completion of the Survey of Earned Doctorates Questionnaire to the Graduate College.

Submit your dissertation electronically to the SHAREOK institutional repository, according to the instructions you received in the Graduate College email authorizing your defense.

- The electronic submission is due by the same deadline as the print submission.
- The electronic dissertation must be identical to the final printed dissertation, with the exception that it should not include committee signatures.

Congratulations!
University of Oklahoma Health Sciences Center

Stanton L. Young Boulevard
Oklahoma City, OK 73104
Phone: (405) 271-2416
Internet: http://www.ouhsc.edu

- College of Allied Health
- College of Dentistry
- College of Medicine
- College of Nursing
- College of Pharmacy
- Graduate College
- College of Public Health

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.

As 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. 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.

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, Dean A. McGee Eye Institute, Veterans Affairs Medical Center, Oklahoma State Department of Health, Oklahoma Medical Research Foundation and other affiliated hospitals and clinics in Oklahoma City and throughout the state.
Joe C. and Carole Kerr McClendon Honors College

David L. Boren Hall, 1300 Asp Avenue
Norman, OK 73019-0385
Phone: (405) 325-5291
FAX: (405) 325-7109
Internet: http://www.ou.edu/honors

Admission

Freshmen entering the University of Oklahoma are eligible to apply to the Honors College Curriculum if students:

a. have an ACT of 30 or higher, or they have an SAT total of 1,330 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 a 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 18-22 hours of Honors credit (which includes HON 2973 and HON 3970), take an Honors colloquium in their junior or senior year, and complete a Senior project (Honors Thesis) by working closely with a faculty mentor, usually in their major field. Many honors students publish their thesis or present their work at professional conventions.

Special Programs

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 $1,000 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 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.

OU Scholars Program
Cate 1, room 125
Phone: (405) 325-2851
FAX: (405) 325-7191
Internet: http://ou.edu/honors/ouscholars
Christina Norman, MHR, Director of OU Scholars Program
Carol Carr, M.Ed., Assistant Director
Jeff Cooper, M.A., Senior Academic Counselor
Anne Hedrick, M.S., Senior Academic Counselor
Hannah Garrison, M.Ed., Academic Counselor
Dana Anderson, 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), Distinguished Scholar (four-year renewable), Valedictorian/Salutatorian Scholar (four-year renewable) and University Scholar (one-year non-renewable). Selection criteria for Award of Excellence, Distinguished 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 Scholar award must be ranked number one in their class; other criteria include applicant’s ACT or SAT scores.

In order to apply, students need only to complete the freshman admission application online by February 1st. The OU Scholars Selection Committee begins making awards in early October so that students and their families are informed of their awards in a timely fashion. The scholarship is awarded in the form of a resident or non-resident tuition waiver based upon the student’s residency status.

Recipients of the Award of Excellence, Distinguished Scholar, Valedictorian/Salutatorian Scholar and University Scholar awards must earn 28 hours for each academic year. Students who receive the Regents Scholar award 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, Distinguished Scholar, Valedictorian/Salutatorian Scholar, and University Scholar) must maintain full-time enrollment status (12 credit hours) each semester. Scholars receiving the Regents Scholar award must maintain full-time enrollment status (12 credit hours) each semester. Scholars receiving the Regents Scholar award must maintain full-time enrollment status (12 credit hours) each semester.

SCHOLARS ORIENTATION
All OU Scholars participate in an orientation session held on the weekend prior to the start of classes in August. Presented by Christina Norman, OU Scholars Program Director, the sessions are designed to assist Scholars in making a successful transition from high school to college. Students learn techniques and strategies for managing time, dealing with stress, and problem solving in a new environment. Critical behaviors of successful students and campus resources are highlighted. The workshop is interactive and participatory, including lectures, discussions and exercises.

Scholar Privileges
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 Merit and Regents Scholars may enroll early each of their undergraduate semesters.

Free OU Departmental Advanced Standing Exams
OU Departmental Advanced Standing Exams are offered by various OU departments to allow a student to earn advanced standing course credit. Fees for the OU departmental advanced standing...
exams are waived for Scholars. Scholars who wish to take these exams may pick up an exam application form in the OU Scholars Program office. Please note that these advanced standing exams are not the same as CLEP exams. Scholars must pay to take CLEP exams.

Retention Scholarships
Each year a number of Retention Scholarships are awarded to current undergraduates at The University of Oklahoma for outstanding academic performance during their freshman year. These awards are coordinated by the OU Scholars Selection Committee, Christina Norman Chair.

Recipients of the University Scholar award and other students who did not receive a university-wide four-year scholarship are eligible to apply; however, students receiving OHLAP or Sooner Promise are not eligible. In addition, students must 1) be direct-from-high school admits to OU during the previous calendar year, 2) have maintained full-time (12 hours or more) enrollment status at OU for the academic year, and 3) have a 3.80 or better cumulative GPA at the end of the spring semester to be considered for one of the Retention Scholarships.

Students may apply for Retention Scholarships by filling out the OU Common Scholarship Application available online prior to the deadline. The selection committee meets in June to determine the recipients of these distinguished three-year cash awards.
College of International Studies

150 Hester Hall
Norman, OK 73019-5144
Phone: (405) 325-1396
FAX: (405) 325-7454
Internet: http://www.ou.edu/cis.html

Administrative Officers

- Suzette R. Grillot, Ph.D., Dean and Vice Provost of International Programs and the William J. Crowe Chair of Geopolitics and Professor, Department of International and Area Studies
- Rebecca Cruise, Ph.D., Assistant Dean, College of International Studies and Assistant Professor, Department of International and Area Studies
- Mitchell P. Smith, Ph.D., Chair of the Department of International and Area Studies and Max and Heidi Berry Chair in International Studies and Professor of International and Area Studies
- Joshua M. Landis, Ph.D., Director of the Center for Middle East Studies and Associate Professor, Department of International and Area Studies
- Peter Gries, Ph.D., Director of the Institute for US-China Issues, Harold J. and Ruth Newman Chair in US-China Issues and Professor of International and Area Studies
- Mohammad Al-Masri, Ph.D., Director of the Arabic Flagship Partner Program and ConocoPhillips Professor of Arabic Language, Literature and Culture, and Assistant Professor of International and Area Studies and Modern Languages, Literatures and Linguistics
- Alan McPherson, PhD, Director of the Center for The Americas
- Paul Goode, PhD, Director of the Center for the Study of Nationalism
- Afshin Marashi, PhD, Director of Iranian Studies Program
- Nancy Connally, Director of International Logistics and Risk Management
- Patsy Broadway, M.H.R., Director of Administration and Budget
- Kirk Duclaux, M.A., Director of Italian Programs in Arezzo, Italy
- Laura Brunson, Director of Education Abroad
- Robyn Rojas, Director of International Student Services

General Information

Based on President Boren’s vision of advancing a global prospective in all aspects of OU education, the College of International Studies was officially created in Spring 2011. Today the college includes Dean’s staff, the academic Department of International and Area Studies, the offices of Education Abroad and International Student Services as well as the OU Study Center in Arezzo, Italy. Together we work to provide an array of opportunities for students to learn more about themselves and the greater world around them.

Department of International and Area Studies

Mitchell Smith, Ph.D., Director
729 Elm Ave., Room 100
Norman, OK 73019-2105
Phone: (405) 325-1584
FAX: (405) 325-7738

INTERNATIONAL AFFAIRS SOCIETY: 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 Department 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 Department of International and Area Studies; coordinate communication and events with international and non-profit services. In addition to a core faculty appointed within IAS, some faculty are jointly appointed in IAS and another academic department. In addition, more than one hundred faculty across campus are involved as affiliate faculty of IAS.

Students take a wide range of courses drawing from the departments of Anthropology, Communication, Economics, English, History, History of Science, Film and Video Studies, Modern Languages, Literatures, and Linguistics, Philosophy, Political Science, Religious Studies, Sociology (College of Arts and Sciences); Art History, Music History (Weitzenhoffer Family College of Fine Arts); Geography (College of Atmospheric and Geographic Sciences); Architecture (College of Architecture); Management (Price College of Business); Educational Leadership (College of Education), among others.

CAREERS

The Department 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

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Undergraduate Study

Admission

Students must be admitted to the University of Oklahoma before being enrolled in the Department of International and Area Studies. Please refer to the “Admissions, Enrollment, and Student Financial Services” section of the catalog for information on admission to the university. First-year students are admitted to University College. The freshman year at the University of Oklahoma is spent in University College, which provides an advisory system for freshmen and assists students in choosing a major. Transfer to the Department of International and Area Studies from University College is automatic upon completion of the IAS admission requirements below.

ADMISSION TO THE SCHOOL OF INTERNATIONAL AND AREA STUDIES

The minimum requirements for admission to SIAS are:

- A declared International and Area Studies major;
- At least a 2.00 combined retention grade point average on all college-level work attempted; and,
- At least 24 semester credit hours of earned college-level credit.

International and Area studies majors also have a minimum major grade point average requirement for graduation, as discussed in the graduation requirements section.

Student Advisement

International and Area Studies requires all undergraduate majors to be advised prior to each enrollment. Current students will meet with the professional Academic Advisers in the Department of International and Area Studies. Advisers assist students in choosing courses appropriate for the IAS major, guide students in career and major-specific information, and assist in the evaluation of study abroad work for major credit. Their telephone number is (405) 325-4547. After advisement, students enroll in classes through the online enrollment system.

The International Programs Student Services Office is the academic services office which certifies students for graduation and organizes the convocation ceremonies. The Academic Counselor in this office answers questions regarding academic standing, transcript evaluation, degree requirements, or other University regulations. Students who have earned 80 hours or more must meet with this office for an official degree check. Appointments with the Student Services office can be scheduled by calling (405) 325-1429.

Transfer Students

Students who wish to transfer from other colleges or universities should be aware of the following:

- Transfer students who have completed at least 24 semester credit hours will be admitted directly into the Department of International and Area Studies 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 Department of International and Area Studies will determine how these credits apply toward the requirements for an IAS degree.
- All newly admitted transfer students must meet with an academic counselor in the Student Services Office prior to their first enrollment at the University of Oklahoma.

Transfer students should be familiar with the curriculum sheets for their chosen International and Area Studies major, which can be found online at the Department of International and Area Studies website, [http://www.ou.edu/content/cis/sias.html](http://www.ou.edu/content/cis/sias.html). The information provided on the back of the sheet details University regulations necessary for graduation, including residency and hourly regulations.

Scholastic Requirements

A student must maintain at least a 2.00 grade point average in order to be in good standing in the Department of International and Area Studies. Any student whose combined or OU retention grade point average falls below 2.00 is placed on academic contract status, and must meet specific conditions established by the Department of International and Area Studies. Failure to meet these conditions will result in denial of enrollment privileges as an International and Area Studies major. Additional grade point average requirements in the major are necessary for a student to be eligible for graduation, as detailed in the Graduation Requirements section of this chapter.

Scholarships and Financial Aid

Students entering the University of Oklahoma should contact the OU Office of Financial Aid Services, 1000 Asp Avenue, Room 216, Norman, OK 73019, 405-325-4521, [http://www.ou.edu/financialaid.html](http://www.ou.edu/financialaid.html).

In addition to general scholarships offered through the University of Oklahoma, the Department of International and Area Studies offers several scholarships sponsored by alumni and friends. IAS scholarships include:

- Admiral William J. Crowe, Jr. Award
• International Scholars Award
• Ambassador Edward J. Perkins Scholarship
• Student Support Grants
• St. Elijah’s and Anthony Shadid Award
• Board of Visitors Scholarship
• Thomas W. Adams Best Paper Award
• Latin American Studies Best Paper Contest
• Percy Buchanan Award for Undergraduate of Asian Studies
• Boren Scholars and Fellows Program (NSEP)
• Additional undergraduate and graduate level scholarships and awards

The Admiral William J. Crowe, Jr. Award is awarded annually to the most outstanding graduating senior in the Department of International and Area Studies. The Award recognizes an IAS student that has demonstrated high academic achievement, a commitment to public service and a desire to pursue a career in global affairs. The recipient receives a cash award and recognition at the IAS convocation.

Visit the International and Area Studies website for more information on the scholarships above and for application details, http://www.ou.edu/content/cis/sias.html.

Graduation Requirements
The responsibility for meeting graduation requirements lies with the student.

The requirements for graduation from the Department of International and Area Studies programs normally have four components:
• University-Wide General Education requirements,
• Department of International and Area Studies 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 checksheets for each program. Refer to individual degree program checksheets for specific requirements, including the reverse side of the checksheets, upon which credit hour regulations are listed. Degree checksheets are available from the Student Services office or the Department’s web site (http://www.ou.edu/content/cis/sias.html).

GRADUATION GRADE POINT AVERAGE REQUIREMENTS
The Department of International and Area Studies requires certain minimum grade point averages in each of the following areas:

Students must earn a minimum of a 2.00 combined retention grade point average (University of Oklahoma and transfer work combined).

Students must earn a minimum of a 2.00 retention grade point average on all University of Oklahoma coursework.

Students must earn a minimum of a 2.50 retention grade point average in all major credit courses (University of Oklahoma and transfer work combined), and a 2.50 retention grade point average in major credit courses taken at the University of Oklahoma.

TEN-YEAR LIMITATION RULES
A student in the Department of International and Area Studies 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 more current degree requirements, in consultation with the academic counselor. 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 Department of International and Area Studies and the respective course departments.

APPLICATION FOR GRADUATION
Students are responsible for filing an official graduation application during their final semester. Graduation applications are submitted online through ozone.ou.edu. 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 October 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.

Dean’s Honor Roll
The Department of International and Area Studies 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. There is no honor roll during the summer session or during intersession, and grades earned during these sessions are not included in determining eligibility for inclusion on regular semester honor rolls.

Double Majors
Students may earn two majors between the Department of International and Area Studies and the College of Arts and Sciences as part of a single degree, if they adhere to the following:
• Both majors may not be in the Department of International and Area Studies.
• One major must be in the Department of International and Area Studies, and the other major must be in the College of Arts and Sciences.
• Both majors must be completed concurrently prior to graduation.
• The degree will be awarded when requirements for both majors are completed.
• Only one degree will be awarded, but the transcript will indicate both majors.
Courses used to fulfill one of the majors or a minor may not be used toward either major.

All general education, college, major, and major support requirements of both majors must be completed.

The student will be awarded the degree (diploma) for the degree listed as their “primary” major.

For more information, please contact the Academic Services offices of the Department of International and Area Studies or the College of Arts and Sciences.

Additional Bachelor's Degrees

Additional bachelor's degrees may be earned from the Department of International and Area Studies by satisfying specific requirements beyond those required for a first degree from the Department. Students may earn two degrees concurrently, or students holding a bachelor's degree from 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 Department of International and Area Studies, a student must:

- Choose a major different from that of the prior degree(s). A student may not earn two degrees within the Department of International and Area Studies.
- Satisfy all current requirements of the additional degree program.
- Earn a minimum of 30 credit hours in International and Area Studies courses not applied toward a previous degree, 15 of which must be upper-division.
- Earn a minimum 2.00 average on all work attempted for the additional degree, along with any specific grade point average requirements for the chosen major (including a 2.5 major grade point average for the International and Area Studies degree).
- Meet the required residency regulations for the second degree.

Minors

An attractive advantage of an International and Area Studies minor is that it can allow a student in any major to earn a minor while completing General Education requirements. Many of the courses required for an IAS minor are approved for certain general education credits, thus, students can fulfill General Education requirements and earn credit for a minor simultaneously. Please note that not all courses on the minor check sheets have been approved for General Education credit. Courses not listed on the check sheets may be substituted with the approval of the Academic Adviser.

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. Students currently majoring in an area of International and Area Studies may also minor in a different area of International and Area Studies with approval of the Department.

Undergraduate Areas of Study

The program offers the Bachelor of Arts in International and Area Studies degree with majors in Asian, European, International Studies, International Security Studies, Latin American, and Middle Eastern Studies. IAS also offers minors in each major field, as well as a minor in African 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 is required.

African Studies

Moussa P. Blimpo, Coordinator
Cate 4, room 381
Phone: (405) 325-5426
email: moussa.blimpo@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 15 credit hours required for a minor can be fulfilled with courses in communication, sociology, economics, international and area studies, film and video studies, African and African-American studies, history, anthropology, political science, art, music for non-majors, and geography.

African Studies Minor

The minor in African Studies consists of 15 credit hours of coursework, including 9 hours at the upper-division level, approved by the area coordinator:

- Language (3 hours) third semester foreign language; Social Sciences (6 hours) two courses; and Arts and Humanities (6 hours), two courses.

Students are encouraged to study abroad in Africa. Courses taken while studying abroad may also be substituted to meet minor requirements, though they might not satisfy General Education requirements.

Asian Studies

Elyssa Faison, Associate Professor of History, Coordinator of Asian Studies
Dale Hall Tower 403a
Phone: (405) 325-6370
email: faison@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 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, Communication, Geography, History, Philosophy, Political Science, Sociology, Modern Languages, Literatures and Linguistics, and the Department of International and Area Studies. 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

General Education requirements: 40 semester hours, distributed in accordance with University requirements.
Department of International and Area Studies requirements:
Additional requirements set forth by the Department of International and Area Studies.

Major requirements: (30 hours, 18 must be upper-division). In addition to the core requirements set forth by the Department of International and Area Studies, students pursuing a degree in Asian Studies will develop a course of study with the IAS Academic Adviser and meet 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 (6 hours)
- Politics and Society (6 hours)
- Arts and Culture (6 hours)
- Geography (3 hours)
- International Experience: A student is required to spend at least one summer or winter term (preferably one year) in an approved international experience. This may include (but is not limited to) OU Study Abroad, study abroad with another university, an approved foreign work experience, or experience through the US military, or a high school degree or equivalent from another country.
- 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.

NOTES: Students may take other appropriate courses chosen in consultation with the IAS Academic Adviser. Acceptable substitutions are updated each semester and posted in the Undergraduate Studies section of the SIAS website.

To be eligible for study abroad at OU, students must maintain a minimum combined retention GPA of 2.5.

Asian Studies Minor
The minor in Asian Studies consists of 15 credit-hours of coursework including nine hours at the upper-division level, approved by the area coordinator:

- Language (3 hours) third semester foreign language; Social Sciences (6 hours) two courses; and Arts and Humanities (6 hours), two courses.

Students are encouraged to study abroad in Asia. Courses taken while studying abroad may also be substituted to meet minor degree requirements though they might not satisfy General Education requirements.

European Studies
Mitchell P. Smith, Professor and Chair of International and Area Studies, Coordinator
100 Hester Hall
Phone: (405) 325-6681
e-mail: mps@ou.edu

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, Communication, Drama, Economics, English, Film and Video Studies, Geography, History, History of Science, Music, Philosophy, Political Science, Psychology, Sociology, Modern Languages, Literature and Linguistics, and the Department of International and Area Studies. 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
General Education requirements: 40 semester hours, distributed in accordance with University requirements.

Department of International and Area Studies requirements:
Additional requirements set forth by the Department of International and Area Studies.

Major requirements: (30 hours, 18 must be upper-division). In addition to the core requirements set forth by the Department of International and Area Studies, students pursuing a degree in European Studies will develop a course of study with the IAS Academic Adviser and meet 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 (6 hours).
- Politics and Society (6 hours).
- Arts and Culture (6 hours).
- Geography (3 hours).
- 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.

International Experience: A student is required to spend at least one summer or winter term (preferably one year) in an approved international experience. This may include (but is not limited to) OU Study Abroad, study abroad with another university, an approved foreign work experience, or experience through the US military, or a high school degree or equivalent from another country.

NOTES: Students may take other appropriate courses chosen in consultation with the IAS Academic Adviser. Acceptable substitutions are updated each semester and posted in the Undergraduate Studies section of the SIAS website.

To be eligible for study abroad at OU, students must maintain a minimum combined retention GPA of 2.5.
degree requirements though they might not satisfy General Education requirements.

**International Studies**
Eric Heinze, Associate Professor of International and Area Studies and Political Science, Coordinator
134 Hester Hall
Phone: (405) 325-5802
email: eheinze@ou.edu

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.

**International Studies Major**
General Education requirements: 40 semester hours, distributed in accordance with University requirements.

Department of International and Area Studies requirements: Additional requirements set forth by the Department of International and Area Studies.

Major requirements: (30 hours, 18 must be upper-division). In addition to the core requirements set forth by the Department of International and Area Studies, students pursuing a degree in International Studies will develop a course of study with the IAS Academic Adviser and meet the following requirements:
- International Politics (6 hours).
- World History and Culture (9 hours).
- Comparative Studies (6 hours).
- International Economics (3 hours).
- Geography (3 hours).
- Senior Capstone Course (3 hours): IAS 4013, Senior Capstone.
- Major Support Requirements: Sixteen hours of one foreign language relevant to the area, and ECON 1113, 1123, IAS 2003.
- Free Electives: Electives to bring total applicable hours to 120, including 48 upper-division hours.

International Experience: A student is required to spend at least one summer or winter term (preferably one year) in an approved international experience. This may include (but is not limited to) OU Study Abroad, study abroad with another university, an approved foreign work experience, or experience through the US military, or a high school degree or equivalent from another country.

NOTES: Students may take other appropriate courses chosen in consultation with the IAS Academic Adviser. Acceptable substitutions are updated each semester and posted in the Undergraduate Studies section of the SIAS website.

To be eligible for study abroad at OU, students must maintain a minimum combined retention GPA of 2.5.

**International Studies Minor**
The minor in International Studies consists of 15 credit-hours of coursework, including nine hours at the upper-division level, approved by the area coordinator:
- Language (3 hours) third semester foreign language; Social Sciences (6 hours) two courses; and Arts and Humanities (6 hours), two courses.

Students are encouraged to study abroad. Courses taken while studying abroad may also be substituted to meet minor degree requirements though they might not satisfy General Education requirements.

**International Security Studies**
Suzette Grillot, Dean of the College of International Studies and Professor of International and Area Studies, Coordinator
100 Hester Hall
Phone: (405) 325-6003
email: sgrillot@ou.edu

International Security Studies is designed for the student looking for a career in the fields of foreign policy or national security. The program allows students to develop proficiency in any language recognized to be a critical security language, as well as the culture where that language is spoken. Specialized classes help students to understand international organizations and the global issues that affect security around the world. This degree prepares students for careers with US federal and state agencies, international organizations and companies in the private sector that operate in critical regions of the world.

**International Security Studies Major**
General Education requirements: 40 semester hours, distributed in accordance with University requirements.

Department of International and Area Studies requirements: Additional requirements set forth by the Department of International and Area Studies.

Major requirements: (30 hours, 18 must be upper-division). In addition to the core requirements set forth by the Department of International and Area Studies, students pursuing a degree in International Security Studies will develop a course of study with the IAS Academic Adviser and meet the following requirements:
- International Security Issues (12 hours).
- Strategic Areas (12 hours).
- Geography (3 hours).
- Senior Capstone Course (three hours): IAS 4013, Senior Capstone.
- Major Support Requirements: Sixteen hours of one foreign language in a strategic area (Arabic, Chinese, Hebrew, Japanese, Portuguese, Russian, or Spanish), IAS 3083, 3910, or 3990, and three hours of International Security Practicum credit (IAS 3083, 3910, or 3990).
- Free Electives: Electives to bring total applicable hours to 120, including 48 upper-division hours.

International Experience: A student is required to spend at least one summer or winter term (preferably one year) in an approved international experience. This may include (but is not limited to) OU Study Abroad, study abroad with another university, an approved foreign work experience, or experience through the US military, or a high school degree or equivalent from another country.
American Studies will develop a course of study with the IAS International and Area Studies, students pursuing a focus in Latin addition to the core requirements set forth by the Department of Additional requirements set forth by the Department of International and Area Studies requirements: accordance with University requirements.

International Security Studies Minor
The minor in International Security Studies consists of 15 credit-hours of coursework, including nine hours at the upper-division level, approved by the area coordinator:
- Language (3 hours) third semester foreign language; Social Sciences (6 hours) two courses; and Arts and Humanities (6 hours), two courses.

Students are encouraged to study abroad in a strategic country. Courses taken while studying abroad may also be substituted to meet minor degree requirements though they might not satisfy General Education requirements.

Latin American Studies
Alan McPherson, Professor of International and Area Studies, Coordinator
135 Hester Hall
Phone: (405) 325-0581
email: mcpherson@ou.edu

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 relevant to the geographical area of concentration.

Latin American Studies Minor
General Education requirements: 40 semester hours, distributed in accordance with University requirements.

Department of International and Area Studies requirements:
Additional requirements set forth by the Department of International and Area Studies.

Major requirements: (30 hours, 18 must be upper-division). In addition to the core requirements set forth by the Department of International and Area Studies, students pursuing a focus in Latin American Studies will develop a course of study with the IAS Academic Adviser and meet the following requirements:
- Foreign Language and Literature (6 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 (6 hours).
- Politics and Society (6 hours).
- Arts and Culture (6 hours).
- Geography (3 hours).
- Senior Capstone Course (3 hours): IAS 4013, Senior Capstone.
- Major Support Requirements: Sixteen hours of one foreign language relevant to the geographical area of concentration.

Middle Eastern Studies
Samer Shehata, Associate Professor of International and Area, Coordinator
100 Hester Hall
Phone: (405) 325-1584

Middle Eastern Area Studies 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 program 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 IAS Academic Adviser as soon as possible to develop a coherent program of study.

Middle Eastern Studies Minor
General Education requirements: 40 semester hours, distributed in accordance with University requirements.

Department of International and Area Studies requirements:
Additional requirements set forth by the Department of International and Area Studies.

Major requirements (30 hours, 18 must be upper-division). In addition to the core requirements set forth by the Department of International and Area Studies, students pursuing a degree in Middle Eastern Studies will develop a course of study with the IAS Academic Adviser and meet the following requirements:
Major requirements: (30 hours, 18 must be upper-division). In addition to the core requirements set forth by the Department of International and Area Studies, students pursuing a degree in Russian and Eastern European Area Studies will develop a course of study with the IAS Academic Adviser and meet the following requirements:

- Foreign Language & Literature (6 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 (6 hours).
- Politics and Society (6 hours).
- Arts and Culture (6 hours).
- Geography (6 hours).
- 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.

International Experience: A student is required to spend at least one summer or winter term (preferably one year) in an approved international experience. This may include (but is not limited to) OU Study Abroad, study abroad with another university, an approved foreign work experience, or experience through the US military, or a high school degree or equivalent from another country.

NOTES: Students may take other appropriate courses chosen in consultation with the IAS Academic Adviser. Acceptable substitutions are updated each semester and posted in the Undergraduate Studies section of the SIAS website.

To be eligible for study abroad at OU, students must maintain a minimum combined retention GPA of 2.5.

**Middle Eastern Studies Minor**
The minor in Middle Eastern Studies consists of 15 credit-hours of coursework, including 9 hours at the upper-division level, approved by the area coordinator:

- Language (3 hours) third semester foreign language; Social Sciences (6 hours) two courses; and Arts and Humanities (6 hours), two courses.

Students are encouraged to study abroad in the Middle East. Courses taken while studying abroad may also be substituted to meet minor degree requirements though they might not satisfy General Education requirements.

**Russian and East European Studies**
Paul Goode, Associate Professor of Political Science, Coordinator
205 Dale Hall Tower
Phone: (405) 325-2023
email: paulgoode@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 Area Studies Major**
General Education requirements: 40 semester hours, distributed in accordance with University requirements.

Department of International and Area Studies requirements:
Additional requirements set forth by the Department of International and Area Studies.
theories and research issues of international political, social, economic and cultural development, in addition to the politics, histories, cultures and economies of specific regions. For substantive questions about the MAIS program, please contact:

Katie Watkins
Department of International and Area Studies
Phone: (405) 325-2337
email: kwatkins@ou.edu

General Requirements
The Master of Arts degree requires at least 36 credit hours with options in Global Studies and Area Studies and research and practicum options including a thesis, a policy paper, or an internship. 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 core curriculum consists of five three credit-hour core courses. In addition, students take 9 hours in either the Global Studies or the Area Studies option, as well as 9 hours of elective coursework in addition to the three credit-hour thesis or practicum. 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 Department of International and Area Studies, The University of Oklahoma, 729 Elm Avenue, Room 100, 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 Department of International and Area Studies has set an earlier deadline to apply for admission, and reviews applications only one annually. Applicants should submit all materials before February 15 for Fall semester admission.

All applicants should submit the following admissions materials:
• Graduate Record Examination scores.
• Three letters of recommendation, from academic referees if possible.
• Statement of purpose explaining the motive for applying to the program and what the applicant hopes to accomplish during the course of study.
• Official transcripts from all institutions attended.
• 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), 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. 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.

A) The following five courses (15 credit hours): IAS 5113, Field Seminar in International Studies; IAS 5503, Theory and Practice of International Politics; IAS 5053, Global History; IAS 5523, Global Political Economy; 3 hours of research tools and methods from a list of courses specified by the Department of International and Area Studies.

B) Nine credit hours in the Global Studies option, with a concentration in either Global Economics and Development or Global Security Studies, OR the Area Studies option, with a regional concentration:

Global Studies Option:
• Global Economics and Development
• Global Security Studies
Course include (but are not limited to): IAS 5043 Global Security, IAS 5223 European Security, IAS 5940 Arab-Israeli Conflict, PSC 5553 International Security, IAS 5033 International Human Rights, IAS 5013 International Law, IAS 5003 U.S. Foreign Relations, PSC 5523 Morality and Foreign Policy, PSC 5543 International Organizations and Regimes, PSC 5623 International Terrorism, PSC 5653 Low Intensity Conflict

Area Studies Option:
Six credit hours in either Global Economics and Development or Global Security concentration, plus six credit hours in one field:
• Asian Studies
Courses include: HIST6800 Seminar in Japanese History, IAS5133 Chinese Politics, AS1513 Chinese Foreign Policy, PHIL5343 Early Chinese Philosophy, IAS5143 Political Economy of China
• European Studies
Courses include: HIST6200 Seminar in European History, IAS5213 Politics of the EU, IAS5223 European Security, PSC5603 Russian Politics, PSC5643 Politics in Western Europe
• Latin American Studies
Courses include: HIST6300 Seminar in Latin American History, IAS 5313 Mass Culture and Culture Industries in Modern Latin America, IAS5553 Latin American International Relations, PSC5683 Politics in Latin America, ECONG4713 Latin American Economic Development
• Middle Eastern Studies
Courses include: HIST6600 Seminar in Middle Eastern History, IAS5940 Arab-Israeli Conflict, IAS5433 International Relations of
the Middle East, IAS 5453 Politics and Policy of the Middle East, 
PSC 5663 Politics of the Middle East

C) ELECTIVES (9 hours)
Electives may be chosen from International and Area Studies, 
Anthropology, Economics, Education, Geography, History, 
Philosophy, Political Science, Sociology or other departments, as 
approved by the student's advisory committee (may include 
advanced language, advanced research tool or internship credit).

D) RESEARCH AND PRACTICUM (3 hours). Choose one of the 
following options:
IAS 5980 MA Thesis; IAS 5923 Policy Exercise; IAS 5913 
International Internship (if internship was not applied to 
elective hours)

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.

Accelerated BA in International and Area Studies / MA in 
International studies
The Bachelor of Arts in International and Area Studies/Master of 
Arts in International Studies is an accelerated program designed for 
exceptional students to earn both the BA and MA in International 
Studies in 5 years of study. National Merit Scholars are the ideal 
candidates for a 5-year accelerated BA/MA program, although the 
program is open to all OU students who qualify.

Application Procedure
Applications are due by the spring of the sophomore year or fall of 
the junior year. Application materials include:

- Application form
- Two (2) letters of recommendation
- Statement of Purpose (1-2 pages)
- Official Transcript

Application Requirements
- Students must have a minimum 3.5 overall GPA for admission
- Students are expected to apply to the BA/MA accelerated 
program no later than the first semester of their junior year, 
although application by the second semester of the sophomore 
year is preferred.

Application deadlines
- February 15 for fall admission
- October 15 for spring admission

Center for Middle East Studies
Joshua M. Landis, Ph.D., Co-Director 
125 Hester Hall 
Norman, OK 73019-2105 
Phone: (405) 325-3330 
FAX: (405) 325-7738 
Internet: http://www.ou.edu/international/cmes/

The purpose of the Center for Middle East 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 
parties in a conflict. As a third party, a public university can 
bring the parties together and introduce questions and ideas that 
solve the problem of the conflict. As a public university can 
be a neutral party, a public university can bring the parties together and introduce questions and ideas that 
solve the problem of the conflict. As a public university can 
be a neutral party.
innovative five-year curriculum in Arabic language and culture designed to produce graduates with dual strengths in Arabic language proficiency and their chosen career fields.

During the five-year program, students take three years of core courses in Arabic language, as well as content-based courses taught exclusively in Arabic. To bolster classroom learning and to provide students with opportunities to use Arabic outside of the classroom, OU offers extra-curricular activities including an Arabic table at meals, screening and discussions of films, and other cultural-related events.

For additional information or to apply, please contact Dr. Mohammad Al-Masri.

**Education Abroad**

Laura Brunson, Director  
Hester Hall room 144  
Norman, OK 73019-3061  
Phone: (405) 325-1607  
FAX: (405) 325-7387  
Internet: [http://www.ou.edu/cis/education_abroad.html](http://www.ou.edu/cis/education_abroad.html)

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 scholars 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:

- **OU in Arezzo**  
  *OU in Arezzo* is the signature study abroad program of the University of Oklahoma! You will take classes taught by OU professors at the OU in Arezzo center in Italy and pay OU tuition and fees. Visit arezzo.ou.edu to see all the courses offered in Arezzo throughout the year.

- **Journey Programs**  
  *Journey Programs* are four weeks long in the summer and offer General Education Credit. These programs are taught by OU professors, have OU tuition and fees, and come with their own scholarship for airfare!

- **College Sponsored**  
  *College Sponsored* programs are led by professors from many OU colleges and are geared toward their own majors and are offered mainly in the Summer. Search for the OU colleges offering study abroad programs in the program search engine.

- **University Exchange**  
  *University Exchange* means taking classes at a university abroad, but paying OU tuition and fees at your normal rate. These programs are highly immersive and ideal for independent learners and students with financial aid tuition waivers.

- **Transfer Credit**  
  *Approved Transfer Credit* programs are programs sponsored by specific affiliate providers or universities abroad with which the University of Oklahoma has an active agreement and where you pay directly to that specific university or provider. Financial aid, excluding tuition waivers, can be applied to this program type if they are listed in the program search engine.

**Selection Criteria**

Students are selected for study abroad programs based on the following criteria: grade point average, personal essay, financial aid requirements, academic standing, and letters of recommendation. For certain study abroad destinations with limited availability, the selection process is quite competitive. All students who qualify for study abroad are offered a location for study, but because of the competitive process, some may not be admitted to the school or destination that they most prefer.

**Contact Information and Applications**

Application deadlines for study abroad programs are in early February to 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. Additional information can be found at the Education Abroad website: [http://www.ou.edu/cis/education_abroad.html](http://www.ou.edu/cis/education_abroad.html).

**International Student Services (ISS)**

Robyn Rojas, Director  
Hester Hall room 144  
Norman, OK 73019  
Phone: (405) 325-3337  
FAX: (405) 325-0197  
Internet: [http://www.ou.edu/cis/iss.html](http://www.ou.edu/cis/iss.html)

International Student Services (ISS) assists year-round almost 2,000 international students and their dependents from over 100 countries.

The ISS office provides expert advice, support, services, programs, and information to ensure that the experience of every international student and their dependents is productive and enriching over the entire course of their time at OU. We work with international students, faculty and staff, community members, US federal officials, and a variety of agencies.
The ISS office is a key university resource for immigration regulations related to the benefits and restrictions of student visas. We advise international students and campus departments on US immigration law as it relates to student visas, recommend, and, in certain cases approve, immigration benefits, assist students who are filing applications with the USCIS (United States Citizenship and Immigration Service), and file notifications as required by the federal government.

The ISS office is the first point of contact for incoming international students. We provide airport transfer information for newly arriving international students from the Oklahoma City airport, and initial information for settling into Norman, such as university housing, obtaining Social Security numbers, the OU student health plan, academic advising, e-mail accounts and more. During the fall and spring semesters, we provide New International Student Orientation programs. All incoming international students must attend New International Student Orientation.

The ISS office supports programs that offer every international student and their families the opportunity to meet in a social setting. International student programming is an integral part of student life at the University of Oklahoma. The International Advisory Committee (IAC), comprised of the presidents of more than 20 international student organizations, provides regular events throughout the year, including the International Bazaar in the fall, cultural nights throughout the academic year, and Eve of Nations in the spring.

OU ISS maintains SEVIS (Student and Exchange Visitor System) compliance for OU. The office registers in the SEVIS system each semester all international students in good standing, and is the federally designated office for creating, extending, or terminating the visa status of F-1 and J-1 students. In addition, OU ISS responds to federal audits, site visits, and requests for information.

OU ISS provides regular workshops and campus outreach throughout the calendar year, including Optional Practical Training (OPT) and Curricular Practical Training (CPT) off-campus employment authorization workshops. ISS also provides international travel information sessions for international students traveling abroad. F-1 and J-1 students seeking off-campus work authorization MUST first attend a workshop.

Additional services that ISS provides to the international community include immigration advising for international students at all levels (CESL, undergraduate, graduate, short-term exchange), short-term employment authorization advising and support for qualifying students (internally and through USCIS), changes of visa status advising and support, immigration advising for dependents, extensions of stay, support for visa applications, arrival information, SEVIS transfers to and from OU, and support for the US visa application process at US consulates abroad.

International students must maintain their visa status in order to pursue and complete their academic programs 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, F-1 and J-1. F-1 and J-1 visas are issued by US consulates and embassies to qualifying students pursuing a course of study in the U.S. F-1 visas are most frequently 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 most frequently to students whose primary source of funding is a third party, such as a university, a corporation, non-profit, or government.

Due to 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 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 ISS on the Norman campus. The Tulsa, OUHSC, and Norman campuses are all the same campus for J-1 immigration purposes.

**International Student Scholarships**

OU offers limited international student scholarships through the International Programs Center along with Education Abroad and International Student Services. Scholarship forms are available from International Programs and online. Applications are accepted in the spring semester.

- **Cleo Cross Scholarship** — Ten to fifteen need-based scholarships are available for students who have attended OU for the entire previous year as full-time students, and are currently enrolled full time.

- **Greenenberg Scholarship** — Thanks to Scandinavia, Inc. of New York in conjunction with Allen Greenberg, offer scholarships to Scandinavian students from Denmark, Finland, Norway, Sweden, and Bulgaria.

- **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 the next three semesters.

- **International Leadership Class (ILC)** — The Center for Student Life offers ten or more merit-based scholarships for academically outstanding international students who show potential for leadership growth.

- **Paul and Rose Sharp Scholarship** — A scholarship established by former OU President and his wife 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.

- **Sue Williams Service Award and Scholarship** — This merit-based scholarship is given to the student who demonstrates outstanding service.

- **Yoshi and Koko Sasaki Scholarship** — A scholarship established by an OU Professor to recognize outstanding Japanese students based on academic excellence; two awards given per year.

For other general scholarships, students should contact Financial Aid Services online at financialaid.ou.edu or contact the administrative office of International Programs.

**International Student Programs**

Several organizations have been established to enrich the lives of international students and US faculty, staff, and students, particularly the International Advisory Committee (IAC) and the International Leadership Class (ILC).
The International Advisory Committee (IAC) is composed of the presidents of all recognized international student organizations, and supports all cultural and social programs for international students. The group meets monthly, and attendance by all students is encouraged. Numerous national and cultural associations help new students and promote cultural exchange between the campus and the Norman community, and represent almost every area of the world.

The International Leadership Class (ILC) consists of approximately 30 leaders from within OU’s international student body. The class combines leaders from throughout the international community. Contact the Center for Student Life for more information about ILC.
Gaylord College of Journalism & Mass Communication

Gaylord Hall
395 W. Lindsey, Rm 3000
Phone: (405) 325-2721
FAX: (405) 325-7565
Student Services Center: (405) 325-5684
Internet: www.ou.edu/gaylord
TV4OU: http://tv4ou.ou.edu
The WIRE: http://wire.ou.edu

Administrative Officers
Ed Kelley, Interim Dean
David Craig, Associate Dean for Academic Affairs,
Katerina Tsentsura, Director of Graduate Studies

Faculty Roster
Professors Avery, Beard, Boettcher, Carstarphen, Chester, Craig, Foote, Gade, Hodgson, Johnson, Kerr, Leshner, Schmeltzer,
Associate Professors Beliveau, J. Jones, Steyn, Tsentsura, Yoon;
Assistant Professors Barnes, Bergersen, Chandler, Evans, Loke,
Wilderman, Willet; Instructor Fischer, Franklin, Odom, Pritchard,
Tarpenning, Yount.

ADVERTISING
Debbie Yount, Strategic Communication Area Head
Professors Avery, Beard; Associate Professor Yoon; Assistant
Professor Willet; Instructor Tarpenning.

CREATIVE MEDIA PRODUCTION
Ralph Beliveau, Media Arts Area Head
Professors Foote, Hodgson; Associate Professor Beliveau; Assistant
Professors Bergersen, Chandler; Instructors Fischer, Franklin.

JOURNALISM
Elanie Steyn, Journalism Area Head
Professors Boettcher, Craig, Gade, Johnson, Kerr, Leshner,
Schmeltzer; Associate Professors J. Jones, Steyn; Assistant
Professors Loke, Wilderman; Instructor Gibbs Robinson.

PROFESSIONAL WRITING
Professors Chester, Odom; Assistant Professors Barnes, Evans.

PUBLIC RELATIONS
Professor Carstarphen; Associate Professor Tsentsura; Instructors
Pritchard, Yount.

Student Services/Advising Staff
Monica Rasekh, Adviser for Advertising & Professional Writing
Majors
Lyndsay Tabor, Adviser for Creative Media Production, Journalism;
Graduation Coordinator
Kathy Sawyer, Coordinator for Undergraduate Advising; Adviser for
Public Relations
Larry Laneer – Graduate Adviser; Assistant to the Graduate Director
Dorion Billups – Coordinator of Community Inclusivity

Administrative Staff
Michael Acker, IT Specialist I
Kathy Adams, Assistant to Dr. Joe Foote

Gaylord College of Journalism & Mass Communication

David Candy, Broadcast Engineer
Bob Dickey, TV4OU News Director
Kevin Hahn – Cage Manager
Barry Orr – Sports Producer
Heather Todd, Director of Finance
Jason McPhaul, Assistant Financial Director
Cat Troy, Librarian
Buddy Wiedemann, IT Director

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 (Phase I) 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
microfilm, many of which are complete runs. The library also boasts a large collection of Oklahoma newspaper including CD-ROMs, videos, DVDs and motion picture films. The reference area has materials ranging from Nielsen and Arbitron U.S. newspapers, and miscellaneous Oklahoma newspapers. The addition to print materials, a media library is in the planning stages for non-print materials, which include histories 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 newspapers microfilm, many of which are complete runs.

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 of 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 newspapers microfilm, many of which are complete runs.

STUDENT SERVICES CENTER
The Student Services Center is located in 2533 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. Students may seek internship/career assistance in the Student Services Center.

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. A rebroadcast of the OU Nightly newscast is available to Oklahoma City and Tulsa area residents through Cox Cable.

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 computer labs are open to all students enrolled in JMC courses approximately 85 hours each week. The latest Macintosh computers feature a wide array of software applications including Microsoft Office, Adobe Creative Suite (Photoshop, Illustrator, InDesign, Dreamweaver, Flash, Fireworks and Acrobat Professional), Apple Final Cut Studio, AVID Media Composer, SPSS, Final Draft, Roxio Toast, the iLife Suite (iTunes, iPhoto, iMovie, iWeb, iDvd) and more. Broadcast students also have access to powerful video editing stations running the Final Cut Studio. Lab hours are extended during the peak of the semester.

WORK EXPERIENCES
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. Students may enroll in a practicum to receive credit while working at one of several on-campus media operations. In addition, several journalism and mass communication courses provide experience through coordination with The Oklahoma Daily campus newspaper and Sooner Yearbook.

Television and Radio
Broadcasting and electronic media students have the opportunity to work for the student-produced television station, TV4OU, producing shows such as the award-winning OU Nightly newscast; sports magazine show, OUR Sports Pad; morning show, Wake Up! Oklahoma; or the music magazine, The Set. In addition, students work on major independent projects such as films, documentaries, and commercial productions.

Students wishing to work in radio can get hands on experience at two on-campus stations, student-run The Wire and KGOU, the local NPR station. Students may also work with the athletic department’s high-definition production unit, SoonerVision or with guest programs such as ESPN-U.

Advertising and Public Relations
In the summer of 2009, eighteen intrepid Strategic
Communications students devoted their entire vacation to learn the workings of an advertising/public relations agency. They bonded over the necessary details of operating an agency that was to be both entrepreneurial and pedagogical. They created such a firm foundation that today Lindsey + Asp is an operational stratcomm laboratory, working with real clients in a real world atmosphere that rivals any professional agency. Lindsey + Asp is a true experiential learning opportunity for not only strategic communications students, but for those in professional writing and broadcast and electronic media as well. The application process for prospective agency staff is rigorous in order to ensure that the quality of Lindsey + Asp work and the agency's reputation with clients is maintained.

Online opportunities can be found throughout many of the work experiences listed above. Students may produce online content for The Oklahoma Daily, SoonerVision, TV4OU, The Wire, or the advertising/public relations agency.

**Internships**

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.

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 (ou.edu/gaylord). 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. Students also have the option of gaining general elective credit for internship through OU Career Services once JMC credits have been maxed out.

**Gaylord Extra**

The Gaylord Extra is the college's primary method of communicating information and important deadlines to journalism and mass communication majors. The Gaylord Extra 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. Students enrolled in the Gaylord College of Journalism and Mass Communication will receive the Gaylord Extra in their OU e-mail account every week. The Gaylord Extra is also posted on the college's Web site at www.ou.edu/gaylord. Event-related announcements are also posted throughout the building, on the College's Web site, Facebook page and sent via special event e-mails.

**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 media, agencies and strat comm;
- Gaylord College of Journalism & Mass Communication

- 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);
- National Association of Hispanic Journalists (NAHS);
- WIRE Programmers Group;
- Oklahoma Daily;
- Professional Writing Students Group;
- Graduate Student Interest Group; and
- Asian American Journalist Association Interest Group.

**SCHOLARSHIPS**

Each year, the Gaylord College awards approximately $250,000 in scholarships, with nearly $30,000 reserved for incoming freshmen who demonstrate academic and journalistic promise. Recipients of freshman level scholarships have special curricular opportunities to enhance their academic experiences. Transfer students are eligible for all upperclass level scholarships. Freshmen students use the OU common scholarship application, so no additional application is necessary. Upperclassmen scholarship applications are available on the college's website under "Student Resources". The upperclassmen scholarship applications are generally available online by November 15, annually.

**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 both College entrance exams; the Language Skills Test (LST), which includes portions on grammar, punctuation and spelling; the Academic Integrity Test (AIT), which covers information from the Academic Misconduct Code as printed in the University of Oklahoma Student Code booklet;
- a combined retention grade point average of 2.75 on all work attempted, as well as a 2.75 GPA on all OU coursework.
While acquiring the recommended broad liberal arts base.

hours are taken outside the college. Such a ratio gives students the
among the arts, sciences, business and related fields so that 50
philosophy, the curriculum directs students to divide their studies
a broad foundation of knowledge and experience will enhance the
Council on Education in Journalism and Mass Communications
The college's degree programs are accredited by the Accrediting

upon successful completion of the LST.

equivalent of JMC 2033 at another institution 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.

After full admission to the college, students must maintain a 2.50
OU retention GPA and a 2.50 combined retention GPA Students
who fail to maintain the minimum GPA requirements will be placed
on academic contract. Students have one semester to raise their
GPA to the required minimum. Students who fail to raise their GPA
will be stopped out of the Gaylord College and asked to change
majors. Students stopped out of the Gaylord College must reapply
to the program under the same procedures outlined under
Admission. Students may apply for readmission only once.

The college’s degree programs are accredited by the Accrediting
Council on Education in Journalism and Mass Communications
(ACEJMC). The college endorses the philosophy of the council that
a broad foundation of knowledge and experience will enhance the
professional lives of its graduates. In support of that liberal arts
philosophy, the curriculum directs students to divide their studies
among the arts, sciences, business and related fields so that 50
hours of their degree work are done in the college and at least 80
hours are taken outside the college. Such a ratio gives students the
opportunity to develop specialties in mass communication skills
while acquiring the recommended broad liberal arts base.

LANGUAGE SKILLS TEST (LST)/ACADEMIC INTEGRITY TEST
(AIT)

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 (2533
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 website (ou.edu/gaylord). 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.

The AIT consist of 20 questions that are taken directly from
information in the Academic Misconduct Code in the University of
Oklahoma’s Student Code booklet. You may download at

ADVISING

With the exception of Intersession, advising is mandatory prior to
each academic term for all students in the Gaylord College.
Advising for the summer session and the fall semester begins in
February; advising for the spring semester begins in September.
Students are advised by professional academic counselors in the
Student Services Center. Students may also meet with faculty
members to discuss careers, internships, and professional issues.
Notices about advising will be posted in the Gaylord Extra.

Students are strongly encouraged to maintain current local
addresses and e-mail addresses with the university, as important
advising and graduation information is distributed each academic
term in the Gaylord Extra.

TRANSFER STUDENTS

The Gaylord College of Journalism and Mass Communication
welcomes transfer students from other colleges or universities.
The Office of Admissions determines which credits will be accepted
from a transferring institution. The application of those credits
toward a BA in Journalism and Mass Communication will be
determined by an academic counselor in the Student Services
Center. Transfer students must meet with an academic counselor
prior to their first enrollment at the University. 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 acceptable only as lower-division credit.

Students may transfer in a maximum of 12 hours of journalism and
mass communication coursework prior to full admission to the
Gaylord College. Once fully admitted to the college, students may
petition the faculty to have an additional three (3) hours from an
outside ACEJMC institution applied to their University of Oklahoma
degree. A maximum of 15 credit hours of JMC transfer coursework
may be applied to a degree.

Undergraduate Degree Requirements

A Bachelor of Arts in Journalism requires the successful completion
of 124 semester credit hours. At least 48 of the 124 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 checksheet, which list all degree program
requirements, are available in the Student Services Center and on
the college’s website (ou.edu/gaylord) 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.
The college encourages all majors to read the Undergraduate
Student Handbook,
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.

University-Wide General Education
Courses used to fulfill these requirements must be chosen from the University-Wide General Education Approved Course List. See the OU Admission's website.

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, http://www.ou.edu/gened/courses.html.

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, researchers, account managers, media planner/buyers, and account planners.

Advertising majors must complete a minimum of 36 hours of journalism and mass communication, to include JMC 1013, 2033, 3303, 3333, 3353, 3363, 4333, 4343 (Senior Capstone), and 4813, plus 9 hours of upper-division journalism electives. Students are limited to a maximum of 50 hours of JMC major work.

In addition to major requirements, advertising students must also complete major support requirements, to include two courses in economics, 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 (43 hours)
A completely redesigned Broadcasting and Electronic Media program offers students the chance for hands-on digital media education in one of the most state-of-the-art facilities in the nation. Students can select their own focus of study in one or more tracks including Electronic Filmmaking, Documentary Production, Audio Production, Corporate & Commercial Production, Video Production, Interactive Multimedia, and Creative Media Writing. Classes are supported with a range of hand-on opportunities. Students can produce television shows in one of Gaylord's four studios, work at two radio stations or go on location to create their own stories. Involvement is encouraged in the freshman year.

Broadcasting and Electronic Media majors must complete a minimum of 43 (maximum of 50) hours in journalism and mass communication. Required courses include JMC 1013, 2033, 2623, 2644, 2683, 3011, 4653 (Senior Capstone), 4813, 9-10 hours of a BEM track, and 6 additional upper division mass communication electives.

Journalism (46 hours)
The Journalism sequence is designed to prepare students for the challenges of news gathering and presentation through a variety of delivery systems in the 21st century. Students learn both the practical skills and the concepts needed to compete successfully in a rapidly changing media environment. All students in the major learn multimedia skills that equip them to communicate in a variety of media platforms. They also develop an area of specialization through a set of courses in print, broadcast or online journalism. Graduates of the program enter the field with a critical understanding of the role of journalism in society and an understanding of concepts in key areas such as ethics and history. Electives provide flexibility to explore issues of interest.

Journalism majors must complete 46 hours of journalism and mass communication. Specific requirements include the college core courses (1013, 2033 and 4813), major core courses (3003, 3013, 4803 and 4863), one of three skills streams (10 hours in print, broadcast or online journalism) and additional elective coursework. All majors also take a senior capstone course that focuses on ethics and the role of journalism in a democracy.
Professionals Writing (30 hours)
The Professional Writing program prepares students for careers as freelance authors of books, short stories, screen plays, magazine and fiction. The Professional Writing program is based on a fall semester start date.

Professional Writing majors must complete a minimum of 30 (maximum of 40) hours in journalism and mass communication. Specific requirements include: JMC 1013, 2033, 3504, 3514, 4514, 4573 (Senior Capstone), 4803, 4813, and 3 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 maintaining mutually beneficial relationships with diverse publics.

Public Relations majors must complete a minimum of 36 (maximum of 50) hours in journalism and mass communication. Specific requirements include: JMC 1013, 2033, 3413, 3423, 3433, 4403 (Senior Capstone), 4453, 4813, a public relations-related elective, and 9 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.
- A grade of C or better is required in each major course, resident or transfer.
- Students fully admitted to the college may petition the faculty to have an additional three (3) credit hours from an outside ACEJMC institution applied to their University of Oklahoma degree. A maximum of 15 credit hours of JMC transfer coursework may be applied to a degree.
- The Senior Capstone course must be taken in residence at OU.
- Students must file an official application for graduation during their first two weeks of the final term of enrollment.

Credit Hour Regulations
- 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.
- At least 60 semester credit hours must be earned at accredited senior (four-year) institutions.
- At least 48 semester credit hours must be earned at the upper-division level (courses numbered 3000 or above).
- At least 30 semester credit hours must be earned in the major, including at least 21 at the upper-division level.
- 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.
- No more than 50 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.
- 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.
- 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.
- 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.
- 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 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 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.

**Graduate Study**

**Master of Arts Degree**

**Areas of Specialization**

Journalism; Broadcasting and Electronic Media; Mass Communication Management; Professional Writing; Strategic Communication (advertising and public relations).

**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, an upper-division journalism and mass communication elective, and a course in statistics. Admission to the graduate program is conditional until the 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.

As part of the application process, the student must provide the following materials directly to the Graduate Adviser, Gaylord College of Journalism and Mass Communication, the University of Oklahoma, 395 W. Lindsey St., Norman, OK 73019-2051:

- A 1,000-word letter of intent outlining the applicant’s personal professional and academic 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;
- Two letters of recommendation from current or former professors, employers or colleagues; and
- 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 ou.edu/gaylord.

**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 an area 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 5093 - 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 5590, 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 5553 - 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 G4773 - 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 minimum TOEFL score of 550 (213 computer-based)

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, crisis communication, 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 and video; 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 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.
College of Law

300 Timberdell Road
Norman, OK 73019-5081
Phone: (405) 325-4726
FAX: (405) 325-0502
Internet: http://www.law.ou.edu

Administrative Officers of the College

Joseph Harroz, Jr., University Vice President and Dean
Michael A. Scaperlanda, Associate Dean for Academics
Steven S. Gensler, Associate Dean for Scholarship and Research
Scott L. Palk, Assistant Dean for Students
Casey T. Delaney, Assistant Dean for External Affairs
Darin K. Fox, Director of the Law Library
Cheryl Brown Wattley, Director of Legal Clinic

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 Donald E. Pray 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 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.

The John B. Turner LL.M. Program offers a unique combination of courses, available only at OU, and allows students to choose from three specializations: energy and natural resources, indigenous people’s law, or US Legal Studies (for foreign-educated lawyers). OU Law provides LL.M. students outstanding opportunities such as: studying in the classroom with world class faculty and juris doctor students and attending guest lectures, field trips, social events, and networking opportunities. LL.M. students may also receive credit for related courses offered by other OU departments. The LL.M. in Energy and Natural Resources or LL.M. in Indigenous Peoples law can be completed in one year of full-time study or two years of part-time study. The LL.M. in US Legal Studies can be completed in one year of full-time study.

The Master of Legal Studies (MLS) Program at OU Law allows students seeking a legal knowledge in energy and natural resources law or indigenous peoples law to gain that knowledge in less time than the three years of full-time study required to earn a Juris Doctor degree. The MLS in Indigenous Peoples law can be completed in two years of part-time study. The MLS in Energy and Natural Resources can be completed in one year of full-time study or two years of part-time study.

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 a J.D./Master of Public Health in Health Administration and Policy. 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 two-year M.P.H. degree.

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.

Upon the successful completion of certain requirements, full-time JD degree-candidate OU Law students are also eligible to receive the following certificates at graduation: Natural Resources Law, Energy Law, Law and Entrepreneurship, or American Indian Law. For requirements, contact the Registrar at the College of Law.

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 Registrar 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 be 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 Oklahoma State Regents for Higher Education limit 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 factors, 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 pay a $200 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 ADMISSION 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 late May. Students selected for this program participate in an intensive program designed to facilitate their entry into the fall class. Applicants may apply for both fall admission and the Early Admission Program. These students will be identified by the Admissions Committee on the basis of factors, in addition to their GPA and LSAT, which demonstrate that they are capable of success in the study and practice of law. Students in the Early Admission 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 must 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:

- a completed copy of the University of Oklahoma College of Law Application for Admission and all related and supporting materials;
- LSAT scores (which will be requested by the College of Law from LSDAS);
- transcripts from all law schools attended;
- 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;
- a personal statement indicating reasons for wanting the transfer; and
- 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.

**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**

- Civil Procedure I - 3 hours
- Constitutional Law - 4 hours
- Contracts - 4 hours
- Legal Research & Writing I - 2 hours
- Torts I - 3 hours

**FIRST YEAR—Spring Semester**

- Criminal Law - 3 hours
- Civil Procedure II - 3 hours
- Property - 4 hours
- Torts II - 3 hours
- Evidence - 4 hours
- Graduation Writing Requirement - 10 hours

**SECOND OR THIRD YEAR**

- Professional Responsibility - 3 hours
- Criminal Procedure I - 3 hours
- Evidence - 4 hours
- Graduation Writing Requirement - 10 hours

**Substantive Core Course Menu - 4 courses**

- Administrative Law
- Bankruptcy, Conflict of Laws, Corporations
- Family Law
- Federal Courts, First Amendment, Individual Income Tax

**Skills Menu - 1 course**

- Advanced Legal Research, Advanced Persuasive Writing:
  - Alternative Dispute Resolution, Civil Clinic, Civil Pretrial Litigation,
Criminal Defense Clinic, Evidence Lab, Interviewing, Counseling and Negotiation, Legal Malpractice, Litigation Skills, Supreme Court Decision Making, Tax Practice & Procedure, Trial Techniques.

**Supplementary Curricular Activities**
A student may receive up to eight credit hours for approved curricular activities. These include: Competitions (one hour credit per semester); 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; and 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 304 of the American Bar Association states that a student may not work in excess of 20 hours per week while enrolled in more than 12 class hours. 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 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. Course loads in excess of these hours must be approved by the Associate Dean for Academics. In no instance is a student allowed to enroll in more than 18 hours.

**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 represents 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, which can be found on the law student intranet.

**CAREER SERVICES**
The College of Law provides career planning for students through its Office of Professional Career Development. 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.

Four minority student organizations are active — Native American Law Student Association, Black Law Student Association, Hispanic-American Law Student Association, and the Asian Pacific American Law Student Association. 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.html.

**FINANCIAL AID AND SCHOLARSHIPS**
The College of Law has undertaken a major initiative in recent years to increase the amount of awards and scholarships. 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://www.ou.edu/financialaid.html.
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, and Criminal Defense 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 numerous 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.
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

Administrative Officers
James P. Pappas, Ph.D., Dean
Martha L. Banz, Ph.D., Associate Dean
John R. Boekenoogen, Director of Academic Technology
Robert J. Dougherty, M.L.S., Director of Information Technology
Missy Heine, M.B.A., Director of Recruitment
Kathryne Roden, Interim Director of Academic Programs
Jeff Roby, M.H.R., Director of P.R. and Communications
Frank Rodriguez, M.L.S., Director of Operations and Student Support Services

Faculty Roster
Roksana Alavi, Ph.D., Assistant Professor
John Duncan, Ph.D., Assistant Professor
Robert Edmondson, Ph.D., Assistant Professor
Paul Ketchum, Ph.D., Assistant Professor
Nina Livesey, Ph.D., Associate Professor
Todd Wuestewald, Ph.D., Assistant Professor

Executive Committee of the College
Allison L. Palmer, Ph.D., Associate Professor of Art History, School of Art & Art History; CLS Faculty Fellow
Wayne J. Elsens, Ph.D., Professor of Plant Systematics and Biogeography, Department of Microbiology Plant Biology; Curator, Robert Bebb Herbarium; CLS Faculty Fellow
Susan Sharp, Ph.D., L.J. Semrod Presidential Professor, Department of Sociology; CLS Faculty Fellow
J. Madison Davis, Gaylord Family Endowed Professor, Gaylord College of Journalism and Mass Communication; CLS Faculty Fellow
R.C. Davis-Undiano, Ph.D., Neustadt Professor and Executive Director, World Literature Today
Michael A. Mares, Ph.D., Presidential Professor of Biology and Research Curator, Sam Noble Oklahoma Museum of Natural History
James Martin, Ph.D., Professor and Zarrow Chair in Special Education, Jeannine Rainbolt College of Education
Michael Richman, Ph.D., Edith Kinney Gaylord Presidential Professor, School of Meteorology
Mary Jo Watson, Ph.D., Regents Professor of Art History and Director of the School of Art & Art History; Curator of Native American Art, Fred Jones, Jr. Museum of Art
Vicki J. Schaeffer, D.M.A., Assistant Professor and Director of Recruitment, Joe C. and Carole Kerr McClendon Honors College

Mission of the College
The mission of the College of Liberal Studies (CLS) 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 bachelor’s and master’s degrees offered by the College of Liberal Studies maintain interdisciplinary perspectives and flexible innovative approaches to content and procedures. While developed for adult and non-traditional students, many of the seminars, colloquia, and conferences offered by the College also serve students enrolled in conventional academic programs, as well as the general public.

History of the College
During its first fifty years, the College of Liberal Studies has gained national and international recognition as a leader in the nontraditional degree movement and in continuing, liberal arts education. Established in 1960, the College was created by University of Oklahoma faculty members committed to providing high-quality, degree-granting programs that recognize and accommodate the unique needs of adult and nontraditional learners. Today, CLS provides educational opportunities for more than 2300 students worldwide through its online and hybrid degree programs.

Faculty and Leadership
The College of Liberal Studies utilizes a combination of its own departmental faculty, faculty from other University of Oklahoma colleges, and adjunct instructors to teach, advise and mentor CLS students. Faculty and instructors 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.

Leadership for the College of Liberal Studies is vested in the Dean, Associate Dean, Executive Committee, and College Faculty. 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. 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 semester, a bachelor’s student is recognized as the outstanding senior in the OU Parent’s Association award program. During the spring semester, an outstanding bachelor’s graduate receives the Jesse E. Burkett Award named for an early College administrator. Likewise, the MA Academic Achievement Award recognizes an outstanding master’s graduate for exemplary achievement. The George Henderson Leadership Award is also awarded each spring, recognizing a bachelor’s student who has displayed outstanding leadership ability in the College’s undergraduate Administrative Leadership program.

Faculty awards include the Kenneth E. Crook Award and the Rufus G. Hall Faculty Achievement Award, both named in honor of faculty
founders of the bachelor’s and master’s degree programs. The Superior Teaching Award is present to the faculty member who best demonstrates superior teaching. Faculty awardees are selected for their teaching excellence and meritorious service to the College.

Scholarships
The College of Liberal Studies provides several scholarship opportunities for undergraduate and graduate students through Alumni contributions to the University of Oklahoma Foundation and from the Bernard Osher Foundation. The College offers Start-Up Scholarships each semester for new students entering the bachelor’s and master’s programs. Alumni Scholarships are awarded to undergraduate and graduate students who have completed at least 12 semester hours of CLS coursework. Osher Scholarships provide funding for undergraduate students returning to college who have at least a five year gap in their college coursework and are working on their first bachelor’s degree. Criteria and procedures related to CLS scholarships are available on the College’s website or by contacting the College directly.

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. Graduate students must also be admitted to the Graduate College. Applications are available online and can also be ordered over the phone or by correspondence. Questions concerning admissions should be directed to:

The University of Oklahoma
College of Liberal Studies
1610 Asp Avenue
Norman, OK 73072-6405

Phone: 405-325-3266; Toll-free: 800-522-4389; Fax: 405-325-7132
email: clsinfo@ou.edu.
Prospective student website: http://cls.ou.edu

Applications and official transcripts should be mailed directly to:
Continuing Education Admission and Records (CEAR)
1700 Asp Avenue, Room B1
Norman, OK 73072

APPLICATION DEADLINES
The College follows application deadlines as printed on its applications and website. 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 sections 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 Admissions and Records. Course tuition and fees for CLS degree programs 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, please contact the Bursar’s Office 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, but they are entitled to a non-resident tuition waiver if 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 base education offices. This policy 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
Current student status is effective for one year from the time of admission. If an admitted student does not enroll within one year, an application for readmission must be filed.

CLS reserves the right to cancel any course two weeks prior to the course’s starting date if there is not sufficient enrollment.

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
College of Liberal Studies students qualify for some University scholarships in addition to those offered by CLS. It takes a minimum of eight weeks to process financial aid materials, so students are encouraged to begin the financial aid process at least two months before the start of an academic session. For information concerning any financial aid matters, please contact Financial Aid Services, (405) 325-2929 or LSAd@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 students are urged to explore these types of assistance. Those who receive financial support are responsible for ensuring that the necessary authorization forms are 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 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 their chosen degree upon completion of all degree requirements. Degrees are conferred at University graduation ceremonies in December, May and August. CLS commencement ceremonies are held in May and December.

Undergraduate Study

Degree Offered
The College of Liberal Studies offers four undergraduate degrees: the Bachelor of Arts in Administrative Leadership, the Bachelor of Arts in Liberal Studies, the Bachelor of Arts in World Cultural Studies, and the Bachelor of Science in Criminal Justice. Courses for these degrees are available online or through a hybrid delivery format.

CLS undergraduate degrees are built upon the concept of interdisciplinary studies, a broad-based approach to academic studies distinctively different from the narrower “disciplinary” approaches offered in more traditional degree programs. Rather than specializing in one particular discipline, CLS students acquire broad general knowledge in a variety of disciplines. Students are also allowed to focus in one particular area of concentration, gaining deeper knowledge and academic skills, culminating in a scholarly and focused study-in-depth.

Goals of the Undergraduate Program
Undergraduate students gain greater self-awareness and a realization of their potential through CLS curriculum, which is designed to help students achieve:
- A greater ability for self-directed learning;
- An improved ability in oral and written communication;
- Knowledge of one’s own and other cultures;
- An historical view of human cultural development-social, intellectual, scientific, artistic and philosophical;
- Better understanding of the contemporary problems of humanity and of the probable directions and effect of change;
- Increased understanding of major literary, scientific, and artistic works;
- 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;
- 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.

Course Delivery Options
The College of Liberal Studies offers online (electronic delivery) and hybrid (classroom plus online) courses towards the completion of undergraduate degree programs. Students have the flexibility to choose the delivery option that best suits their needs, allowing them to balance educational goals with their family, work, and community obligations.

ONLINE (ELECTRONIC DELIVERY)
Online undergraduate courses are offered in five, eight-week academic sessions throughout the year — two sessions during the fall, two during the spring, and one during the summer. Students in the online option may choose to carry two courses (six hours) during each of the available academic sessions, allowing them to make full-time progress toward completion of the degree.

Curricular material is provided to online students utilizing an asynchronous, highly interactive, platform-independent course environment. Using this approach, students are not required to be online at the same time as their professors and classmates but do benefit from substantial faculty-to-student and student-to-student interaction, and are able to complete their work utilizing various devices, including tablets and handhelds in addition to traditional desktop units. The University’s online course management system, Desire2Learn (D2L) provides the overall framework for facilitation of the online learning process, including reading, research, writing, discussion/chat, and group activity, as well as to facilitate course assessment, grading, and feedback.

ON-SITE (HYBRID)
On-site undergraduate courses are available in five, eight-week academic sessions throughout the year — two sessions during the fall, two during the spring, and one during the summer. On-site classes are delivered in a hybrid format, meeting one evening per week with additional online assignments required.

For information about available hybrid course locations, contact the College.

Grading System
All undergraduate 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” at the undergraduate level signifies that work was completed at the “D” level or better, and is necessary for receiving credit for a course.

General Education Requirements Prior to September 1990
For students who initially began and completed at least one credit hour prior to September 1990, the following four general education courses are required to be completed: English Composition I, English Composition II, United States History, and United States Government.

Preparation for Graduate Study
All undergraduate degree programs offered by the College of Liberal Studies satisfy 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 curricular and admission requirements before making application to a graduate program.
Admission Information
Individuals wishing to pursue an undergraduate degree in the College of Liberal Studies must be fully admitted to the University of Oklahoma before beginning their coursework. Students under the age of 21 and with less than 24 college hours attempted are required to fulfill the University’s freshman admissions criteria available at www.ou.edu/admissions. Students 21 years of age and older or with more than 24 hours attempted are required to meet admissions criteria determined by the College of Liberal Studies in conjunction with University admissions policies and procedures.

All undergraduate students are required to submit OU and CLS supplemental applications, transcripts from all colleges and universities previously attended, résumé, and the designated application fee. Applicants seeking probationary admission to the University must also submit a 500-1000 word letter of academic appeal, two letters of recommendation, and be interviewed by the Dean or Associate Dean of the College.

A minimum transfer GPA of 2.5 is required for full admission to the University with 0-59 college hours attempted. A minimum transfer GPA of 2.0 is required for full admission to the University with 60 or more hours attempted. All applicants with GPAs falling below these minimum requirements will be considered for probationary admission.

Bachelor of Arts in Administrative Leadership
Leadership is critical to any organization’s success, and employees with solid leadership skills stand out from the crowd. A bachelor’s degree in administrative leadership helps students develop creative, flexible thinking skills and learn how to apply them in a professional career. In this bachelor degree program, the combination of specific, work-related principle with the foundation of a well-rounded liberal education allows students to approach new ideas, projects and challenges by drawing upon multiple perspectives. Topics include organizational leadership, conflict resolution, ethics, marketing, cultural diversity and quality initiatives.

The Bachelor of Arts in Administrative Leadership is a 120-hour degree program that can be completed 100% online, or in a hybrid format.

DEGREE REQUIREMENTS
General Education Requirements*
Symbolic and Oral Communication
ENGL 1113 or LSTD 1113
ENGL 1213, EXPO 1213, or LSTD 1133
MATH 1473 or LSTD 1053, Math for Liberal Studies
Foreign Language 0-10 hours; students who have completed two years of the same language in high school are exempt from the general education foreign language requirement.

Natural Sciences
LSTD 2533, Science as a Process, (no laboratory)
One Natural Science course with a laboratory component

Social Sciences
P SC 1113 or LSTD 1333, Governing Ourselves
One Social Sciences course

Humanities
HIST 1483 or HIST 1493 or LSTD 1153, History of the United States

Additional Requirements for Graduation
• At least 60 hours earned from a four-year, baccalaureate-granting institution.

Bachelor of Arts in Liberal Studies
Receive a true interdisciplinary education with a Bachelor of Arts in Liberal Studies. This degree program introduces students to several areas of study including humanities, natural sciences, and social sciences. Although students typically choose one area of focus, they are exposed to a variety of academic areas, gaining an understanding of how each one influences the others. Topics include humanities of the ancient world and modern world, basic scientific process, challenges of government, and the ecology and evolution of a changing world.

The Bachelor of Arts in Liberal Studies is a 126-hour degree program that can be completed 100% online.

DEGREE REQUIREMENTS
General Education Requirements*
Symbolic and Oral Communication
ENGL 1113 or LSTD 1113
ENGL 1213, EXPO 1213, or LSTD 1133
MATH 1473 or LSTD 1053, Math for Liberal Studies
Foreign Language 0-10 hours; students who have completed two years of the same language in high school are exempt from the general education foreign language requirement.

Natural Sciences
LSTD 2533, Science as a Process, (no laboratory)
One Natural Science course with a laboratory component
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Social Sciences
P SC 1113 or LSTD 1333, Governing Ourselves
One Social Sciences course

Humanities
HIST 1483 or HIST 1493 or LSTD 1153, 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
*General education requirements of the University of Oklahoma may be fulfilled by completing equivalent courses offered by the College of Liberal Studies.
**One of these courses must be at the upper-division level.

Major Requirements (42 Hours)
LSTD 3003, Interdisciplinary Inquiry
LSTD 3113, Humanities of the Ancient World
LSTD 3133, Humanities of the Modern World
LSTD 3333, Human Arrangements
LSTD 3343, Challenges in a Changing World
LSTD 3513, Dynamic Universe
LSTD 3533, Ecology and Evolution
LSTD 4700, Advanced Studies (6 hours)
LSTD 3953, Study in Depth Prospectus
LSTD 4953, Study In Depth (Capstone)

Major Electives (9 Hours)
Free Electives
Elective hours to bring total applicable hours to 126.

TOTAL CREDIT HOURS REQUIRED – 126

Additional Requirements for Graduation
• A minimum cumulative GPA of 2.0.
• At least 30 hours earned from the University of Oklahoma.
• At least 40 upper-division hours earned.
• At least 60 hours earned from a four-year, baccalaureate-granting institution.

Bachelor of Arts in World Cultural Studies
The World Cultural Studies degree program is designed to increase a students’ ability to interact more effectively in the global community and enhance the professionalism and effectiveness of servicemembers and other individuals engaged in international activities. Students will learn to emphasize a broader global perspective when approaching cultural issues and concerns. Topics include humanities of the western and non-western cultures, basic scientific process, challenges of government, and the impacts of increasingly globalized cultures.

The degree plan currently emphasizes the study of Chinese culture, but will include the addition of other tracks in the future.

The Bachelor of Arts in World Cultural Studies is a 120-hour degree program completed 100% online.

DEGREE REQUIREMENTS
General Education Requirements*
Symbolic and Oral Communication
ENGL 1113 or LSTD 1113
ENGL 1213, EXPO 1213, or LSTD 1133

MATH 1473 or LSTD 1053, Math for Liberal Studies
Foreign Language 0-10 hours; students who have completed two years of the same language in high school are exempt from the general education foreign language requirement.

Natural Sciences
LSTD 2533, Science as a Process, (no laboratory)
One Natural Science course with a laboratory component

Social Sciences
P SC 1113 or LSTD 1333, Governing Ourselves
One Social Sciences course

Humanities
HIST 1483 or HIST 1493 or LSTD 1153, 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
*General education requirements of the University of Oklahoma may be fulfilled by completing equivalent courses offered by the College of Liberal Studies.
**One of these courses must be at the upper-division level.

Major Requirements (15 Hours)
LSCS 3103, Introduction to World Cultural Studies
LSTD 3003, Interdisciplinary Inquiry
LSTD 3153, Foundation of Ethics in Liberal Studies
LSTD 3953, Study in Depth Prospectus
LSTD 4953, Study In Depth (Capstone)

Track Requirements (15 Hours)
LSCS 3203, Contemporary Chinese Political Thought
LSCS 3223, Cultural Geography of China
LSCS 3243, Chinese Military
LSCS 3263, Chinese Cultural and Civilization
LSCS 3283, Conversational Chinese

Major Electives (9 Hours)
Free Electives
Elective hours to bring total applicable hours to 120.

TOTAL CREDIT HOURS REQUIRED – 120

Additional Requirements for Graduation
• A minimum cumulative GPA of 2.0.
• At least 30 hours earned from the University of Oklahoma.
• At least 40 upper-division hours earned.
• At least 60 hours earned from a four-year, baccalaureate-granting institution.

Bachelor of Science in Criminal Justice
The Criminal Justice degree program is designed for those who want to protect and serve the community. By providing a broad-based foundational understanding of the justice system, this program helps build leadership and conflict resolution abilities while integrating current, real-world issues. Whether students currently work or hope to work in law enforcement, corrections, homeland security, or juvenile justice, this bachelor’s program will help them develop skills to confront any challenge. Topics include
DEGREE REQUIREMENTS

Major Requirements (30 Hours)
- LSTD 3003, Interdisciplinary Inquiry
- LSTD 3153, Foundations of Ethics in Liberal Studies
- LSCJ 3113, Comparative Justice Systems
- LSCJ 3133, Theories of Criminal Behavior
- LSCJ 3173, Deviance and Social Control
- LSCJ 4123, Intro to Forensic Science/Criminalistics
- LSCJ 4143, Drugs in Society
- LSCJ 3063, Statistics in Criminal Justice
- LSTD 3953, Study in Depth
- LSTD 4953, Study in Depth

Major Electives (9 Hours)

Free Electives

Additional Requirements for Graduation
- A minimum cumulative GPA of 2.0.
- At least 30 hours earned from the University of Oklahoma.
- At least 40 upper-division hours earned.
- At least 60 hours earned from a four-year, baccalaureate-granting institution.

Graduate Study

Degree Offered
The College of Liberal Studies offers the Master of Arts in Administrative Leadership, Master of Arts in Human and Health Services Administration, Master of Arts in Museum Studies, Master of Science in Criminal Justice, and Masters of Prevention Science. Like all graduate degrees at the University, the College of Liberal Studies’ degree programs are administered by the University of Oklahoma Graduate College. To be eligible for admission to the graduate program, students must have earned a 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 Graduate Program
The College of Liberal Studies Master’s degree programs are designed to help a student gain:
- Greater openness to new ideas and possibilities.
- Enhanced skill to pursue major problems or themes through the interrelationships that connect disciplines to each other.
- A higher level of competence in the evaluation of information, ideas, opinions, and value systems.
- Increased effectiveness in applying theoretical knowledge and understanding to professional situations.
- An enhanced capacity for creative thinking.
- Greater effectiveness in self-directed study.
- Improved ability in oral and written communications.
- The ability to function and thrive in a rapidly changing society.

Thesis and Non-Thesis Options
Students in the College of Liberal Studies degree programs may elect to complete their degree by either a thesis or a non-thesis option at the end of their program of study. In the thesis option, students carry out research and write a thesis which they defend before a committee of three faculty members. In the non-thesis option, students select a research project or take an additional 6 hours of elective coursework to complete the program, and then take a comprehensive examination over their course of study. All College of Liberal Studies students will complete a final examination before they are allowed to graduate: an in-person oral defense (required for thesis or research project) or a written comprehensive exam (required for coursework).

Grading System
Students will receive letter grades (A-F) for some enrollments and S/U grades (satisfactory/unsatisfactory) for others. For graduate students, an S grade is given for work at the level of B or better. For more information, please contact the College of Liberal Studies.

Admission Information
College of Liberal Studies graduate degree programs require students to apply 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 a regionally accredited institution with an undergraduate cumulative grade-point average of 3.0 on a 4.0 scale. All prior graduate-level work will be considered. The grade point average on graduate work must be 3.0 or above.
Conditional admission may be considered if the grade point average is below 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 materials should be submitted directly to the College of Liberal Studies. The admissions process begins after all required admission materials 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.

Master of Arts in Administrative Leadership

The Administrative Leadership graduate degree program focuses on the practices and knowledge bases needed to be a successful administrator in today’s workplace. Students explore both the theoretical aspects of leadership and applied practices. Combining the knowledge of specific, work-related principles with the mindset of a liberal education allows students to approach new ideas, projects, and challenges by drawing upon multiple perspectives.

Progress through the Administrative Leadership Program

The online Administrative Leadership program allows students to determine the study time that best fits with their schedule. All assignments are completed using the course management system Desire2Learn (D2L) and any group activities are conducted through D2L. Administrative Leadership online courses are semester-based and students receive letter grades. Administrative Leadership students complete the following courses:

Core Courses (nine hours)
LSTD 5003, Introduction to Graduate Interdisciplinary Study
LSTD 5013, Interdisciplinary Foundations
LSTD 5043, Research in Interdisciplinary Studies, or
LSTD 5083, Qualitative Research Methods

Concentration Courses (nine hours)
LSAL 5113, Organizational Cultures
LSAL 5133, Theories of Management & Leadership
LSAL 5153, Ethics in Leadership

Electives (nine hours) chosen from the following or other courses as approved
LSAL 5173, Individual and Leadership
LSAL 5203, Leadership Issues in Decision-Making
LSAL 5313, Organizational Communications for Decision-Making
LSAL 5333, Motivation in Work and Leadership
LSAL 5393, Importance of Followership
LSAL 5403, Leadership in History
LSAL 5423, Women in Leadership
LSAL 5443, Religious Leaders for Social Justice
LSAL 5463, US Military Leadership from Revolution to the Gulf War
LSAL 5483, National Security Leadership
LSAL 5700, Advanced Topics in Administrative Leadership
LSAL 5920, Internship in Administrative Leadership
LSTD 5960, Directed Readings

Completion (six hours) from one of the following
LSTD 5940, Research Project and oral exam
LSTD 5980, Master’s Thesis and oral defense

Administrative Leadership elective Coursework and written comprehensive examination

TOTAL CREDIT HOURS REQUIRED - 33

Master of Arts in Human and Health Services Administration

The Health and Human Services Administration (HHSA) graduate degree program addresses current issues and ethics in health care and provides students the opportunity to select a specific area for intensive study. This option is designed to accommodate students who are interested in furthering their preparation for advancement in the Human and Health Service Administration areas. The program provides a broad-based perspective of the health care and human service delivery systems, and is not designed to provide primary professional preparation. Students selecting this program must have a prior training and/or work history in an applicable area for job entry. This program is intended to serve as a mechanism for professional advancement by enhancing the student’s competency level and expanding his/her administrative knowledge base.

Progress through the Health and Human Services Administration Program

The online HHSA program allows students to determine the study time that best fits with their schedule. All assignments are completed using the course management system Desire2Learn (D2L) and any group activities are conducted through D2L. HHSA online courses are semester-based and students receive letter grades. HHSA students complete the following courses:

Core Courses (nine hours)
LSTD 5003, Introduction to Graduate Interdisciplinary Study
LSTD 5013, Interdisciplinary Foundations
LSTD 5043, Research in Interdisciplinary Studies, or
LSTD 5083, Qualitative Research Methods

Concentration Courses (nine hours)
LSHA 5113, Strategic Planning and Evaluation HHSA
LSHA 5133, Cultural, Social, & Behavioral Issues in HHSA
LSHA 5153, Ethics in HHSA

Electives (nine hours) chosen from the following or other courses as approved
LSHA 5173, Cross Cultural Health Issues in HHSA
LSHA 5403, Geriatric Issues in HHSA
LSHA 5513, Psychosocial Aspects of Disabilities in HHSA
LSHA 5700, Advanced Topics in HHSA
LSHA 5920, Internship in HHSA
LSAL 5113, Theories of Management & Leadership
LSAL 5133, Cultures of Organizations
LSAL 5173, Individual and Leadership
LSAL 5423, Women in Leadership
LSTD 5960, Directed Readings

Completion (six hours) from one of the following
LSTD 5940, Research Project and oral exam
LSTD 5980, Master’s Thesis and oral defense
HHSA elective Coursework and written comprehensive examination
**Master of Arts Museum Studies**

The Museum Studies graduate degree program serves the career-development needs of individuals who work in museums and related institutions. Students initially trained in museum work and those entering the profession from other disciplines receive a focused, integrated approach to museum studies with practical application for the various dimensions of museum work. Students will learn from a variety of professionals and faculty members about museum responsibilities such as curatorial, management, fund raising, administration, education, conservation, and public relations.

**Progress through the Museum Studies Program**

The online Museum Studies program allows students to determine the time that best fits their schedule. All assignments are completed using the course management system Desire2Learn (D2L) and any group activities are conducted through D2L. Museum Studies online courses are semester-based enrollments and students receive letter grades. Museum Studies students complete the following courses:

**Core Courses (nine hours)**
- LSTD 5003, Introduction to Graduate Interdisciplinary Study
- LSTD 5013, Interdisciplinary Foundations
- LSTD 5043, Research in Interdisciplinary Studies, or
- LSTD 5083, Qualitative Research Methods

**Concentration Courses (nine hours)**
- LSMS 5113, The World of a Museum
- LSMS 5190, Museum Project

One course from the following list
- LSMS 5133, History and Architecture of Museums
- LSMS 5163, Museum Management and Leadership
- LSMS 5173, Museums, Cultures, and Communities
- LSMS 5183, Collections Management

**Electives (nine hours) chosen from the following course or other courses as approved**
- LSMS 5133, History and Architecture of Museums
- LSMS 5163, Museum Management and Leadership
- LSMS 5173, Museums, Cultures, and Communities
- LSMS 5183, Collections Management
- LSMS 5203, Historic Preservation
- LSMS 5223, House Museum
- LSMS 5243, Small Museums
- LSMS 5333, Introduction to Museum Interpretation
- LSMS 5403, Museums and Native Cultures
- LSMS 5423, Controversy and the World of the Museum
- LSMS 5513, Museum Education
- LSMS 5700, Advanced Topics in Museum Studies
- LSMS 5920, Internship in Museum Studies
- LSTD 5960, Directed Readings

Completion (six hours) from one of the following
- LSTD 5940, Research Project and oral exam
- LSTD 5980, Master's Thesis and oral defense

Museum Studies elective Coursework and written comprehensive examination

**TOTAL CREDIT HOURS REQUIRED - 33**

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**Master of Science in Criminal Justice**

The Criminal Justice graduate degree program focuses on the practices and knowledge bases needed to be a successful in the criminal justice workforce. Students explore both the theoretical aspects of criminal justice and applied practices. Combining the knowledge of specific, work-related principles with the mind-set of a liberal education, allows students to approach new ideas, projects, and challenges by drawing upon multiple perspectives.

Clusters of electives in the Criminal Justice program can be utilized to pursue specific areas of interest and to develop greater depth of expertise in particular areas of criminal justice study, such as leadership/administration, restorative justice, drug abuse policy & management, or corrections.

**Progress through the Criminal Justice Program**

The online Criminal Justice program allows students to determine the study time that best fits with their schedule. All assignments are completed using the course management system Desire2Learn (D2L) and any group activities are conducted through D2L. Criminal Justice online courses are semester-based and students receive letter grades. Criminal Justice students complete the following courses:

**Core Courses (nine hours)**
- LSTD 5003, Introduction to Graduate Interdisciplinary Study
- LSTD 5013, Interdisciplinary Foundations
- LSCJ 5063, Research Methods for Criminal Justice

**Concentration Courses (nine hours)**
- LSCJ 5113, Theoretical Foundations of Criminal Justice
- LSCJ 5133, Criminal Justice Policy Development
- LSCJ 5153, Ethics Decision Making for Criminal Justice

**Electives (nine hours) chosen from the following or other courses as approved**
- LSCJ 5313, Special Populations: Race and Ethnicity
- LSCJ 5333, Special Populations: Class & Social Inequality
- LSCJ 5353, Women and Crime
- LSCJ 5463, Gangs in the United States
- LSCJ 5483, Life Course Criminology
- LSAL 5113, Theories of Management & Leadership
- LSAL 5313, Cultures of Organizations
- LSAL 5313, Organizational Communications
- LSAL 5790, Motivation in Work & Leadership
- LSAL 5790, Financial Leadership in Organizations
- LSTD 5790, Drugs and the Brain
- LSCJ 5700, Community Leadership for Crime Prevention & Problem-solving
- LSCJ 5700, Advanced Topics in Criminal Justice
- LSCJ 5920, Internship in Criminal Justice
- LSTD 5960, Directed Readings

Completion (six hours) from one of the following
- LSTD 5940, Research Project and oral exam
- LSTD 5980, Master's Thesis and oral defense

Criminal Justice elective Coursework and written comprehensive examination

**TOTAL CREDIT HOURS REQUIRED - 33**
Master of Prevention Science

The Prevention Science program focuses on the practices and knowledge bases needed to be a successful in the prevention science workforce. The curriculum for this degree program is specifically designed to provide an academic preparation for individuals interested in pursuing the International Certification and Reciprocity Consortium's Certified Prevention Specialist (IC & RC CPS) credential. Students explore both the theoretical aspects of prevention science and applied practices. Combining the knowledge of specific, work-related principles with the mind-set of a liberal education allows students to approach new ideas, projects, and challenges by drawing upon multiple perspectives.

Progress through the Prevention Science Program

The online Prevention Science program allows students to determine the study time that best fits with their schedule. All assignments are completed using the course management system Desire2Learn (D2L) and any group activities are conducted through D2L. Prevention Science online courses are semester-based and students receive letter grades. Prevention Science students complete the following courses:

Core Courses (nine hours)
LSTD 5003, Introduction to Graduate Interdisciplinary Study
LSTD 5013, Interdisciplinary Foundations
LSTD 5043, Research in Interdisciplinary Studies, -or-
LSTD 5083, Qualitative Research Methods

Concentration Courses (nine hours)
LSPS 5113, Foundations in Prevention Science
LSPS 5133, Prevention Across the Lifespan
LSPS 5173, Program Development, Implementation and Evaluation

Electives (nine hours) chosen from the following or other courses as approved
LSPS 5203, Drugs and the Brain
LSPS 5700, Advanced Topics in Prevention Science
LSPS 5920, Internship in Prevention Science
LSAL 5133, Cultures of Organizations
LSAL 5203, Leadership Issues in Decision-Making
LSAL 5313, Organizational Communication for Decision-Making
LSHA 5113, Strategic Planning and Evaluation in HHSA
LSHA 5133, Cultural, Social and Diversity Issues in HHSA
LSHS 5153, Ethics in HHSA
LSHA 5313, Cross Cultural Health Issues in HHSA
LSTD 5960, Directed Readings

Completion (six hours) from one of the following
LSTD 5940, Research Project and oral exam
LSTD 5980, Master's Thesis and oral defense
Prevention Science elective coursework and a written comprehensive examination

TOTAL CREDIT HOURS REQUIRED - 33
Reserve Officers Training Corps

Department of Aerospace Studies

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For over 50 years, some of the best and brightest from the University of Oklahoma (OU) Detachment 675 have served their country as pilots, navigators, engineers, doctors, nurses, mathematicians, communications officer, acquisition managers, language specialists and a host of other occupations. Today, that tradition continues for the cadets at the Air Force Reserve Officer Training Corps (Air Force ROTC) Detachment 675 on the Norman campus.

Air Force ROTC offers men and women the opportunity to earn a commission as an Air Force officer while they complete requirements for their first bachelor's degree. Interested students may join Air Force ROTC during any semester in their first year of college and during the fall of their second year of college without any obligation or commitment. OU students completing the entire program will also earn a minor in Aerospace studies.

Air Force ROTC is the largest and oldest source of commissioned officers for the U.S. Air Force. Air Force ROTC's stated mission is to produce quality leaders for the U.S. Air Force. Air Force ROTC units are located on 145 college and university campuses with 1,000 additional institutions of higher learning participating in cross-town agreements that allow their students to attend Air Force ROTC classes at a nearby "host" college or university.

Anyone interested in a challenging and rewarding opportunities to study and work with some of our nation's best women and men should contact the Recruiting Flight Commander at afrotc@ou.edu or call us at (405) 325-3211.

You should also visit http://www.ou.edu/rotc/air-force/. Below is a breakdown of the ROTC programs classes, requirements, benefits, scholarship opportunities and special programs.

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.

Leadership Laboratory
(AERO 1300) Leadership Laboratory is where the theoretical education of other Aerospace Studies classes meets practical use. Before commissioning as an officer, you will put many of the skills you learn into practice, such as counseling, organization and of course leadership. When you commission, you will be prepared for the leadership challenges of a military officer, with both solid theory and practical leadership experience. Leadership Laboratory is taken each semester and complements your AS class.

FIELD TRAINING
You will attend four weeks of field training at a Maxwell Air Force Base in Montgomery Alabama, between your sophomore (AS 200) and junior years (AS 300). Field training is rigorous both physically and mentally. 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 completion of field training and 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 $300 and $400 per month during the academic year.

AS 100 – The Foundations of the United States Air Force
(AERO 1011 Fall and AERO 1021 Spring) This class is an introduction to the Air Force; we will take a broad look at active duty and the lifestyle you can expect while serving as an Air Force officer. This overview gives first-year cadets a chance to learn about the Air Force and help you decide whether the Air Force is the start to the career you want.

AS 200 – The Evolution of Air and Space Power
(AERO 2011 Fall and AERO 2021 Spring) The sophomore year prepares you for the mandatory field training required after the AS 200 year. This class provides a historical look at the Air Force and the application of air and space power from its infancy to modern-day conflict.

AS 300 – Air Force Leadership and Management
(AERO 3013 Fall and AERO 3023 Spring) Field training marks your transition from followership to leadership. Cadets spend this year in detailed leadership and management studies. This class focuses on leadership theory, interpersonal dynamics, military ethics and management issues. Cadets are also given the opportunity to put these leadership and management lessons into practice as they perform in their cadet wing position.

AS 400- National Security Affairs and Preparation for Active Duty
(AERO 4013 Fall and AERO 4023 Spring) This final class prepares cadets for entry to active duty. You will study national and foreign affairs, national security strategy and current events that affect employment of U.S. military force. You will also survey military conflict as it affects the Air Force and sister service branches. The last semester evaluates the various programs and regulations governing officership in the armed forces and provides final preparation for cadets ready for commissioning.
COMMISSIONING REQUIREMENTS THROUGH AIR FORCE ROTC
All requirements must be met for your degree of choice according to the University of Oklahoma, as well as completion of certain courses required by the Air Force. You must also:
- Maintain a 2.5 Cumulative and Semester GPA
- Full time Student every semester (Last semester can be waived)
- Pass a Physical Fitness Assessment every semester
- US Citizen or pursuing citizenship
- Be cleared medically by a Department of Defense medical exam

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:
- $45,000 Starting salary (based on your geographic location)
- 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.

Scholarships
Not sure how you are going to pay for college? What your hard work in college to be rewarded? Air Force ROTC has a few partial-to full-tuition scholarships available for qualified applicants. For more information and an on-line application visit www.afrotc.com. Many of our cadets are on full tuition scholarships and do not have to work, so they spend time enjoying college instead of worrying about how to pay for college! You do NOT have to be on scholarship to be part of Air Force ROTC, but wouldn’t it make college more fun?
In addition, all contracted cadets receive a tax-free monthly salary of up to $400 monthly; you are literally being paid to go to school! Being a member of ROTC also comes with other scholarship, tuition and cash reward opportunities:
- $5,000 In-State and $11,000 Out of State tuition waivers
- $10,000 in Annual awards and cash scholarships
- Paid study abroad programs through Project Go
- Language pay for select language proficiencies
- Career Development opportunities during summer

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, foreign language 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.

DoD Flagship Scholarships
Have a 3.25 GPA? Studying a language, international relations, geography or any other social science? If accepted into the University of Oklahoma’s Arabic Flagship Program you will be automatically qualified for an AFROTC scholarship upon passing a DoD medical physical.

Judge Advocate General’s (JAG) Program
Want to be a lawyer? There are programs for undergraduates and first year law students to be accepted into the JAG corps and complete your law degree.

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 $300 to $500 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.

Department of Military Science

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Military Science is an elective course of study that prepares men and women to become Army officers. Upon graduation those who complete their Military Science and degree requirements will be commissioned as second lieutenants and serve as officers in either the Active Army, Army National Guard or Army Reserve.

The first two years of instruction are open to all students for elective credit and require no military obligation or prerequisites. Upper-level courses and completion of the commissioning program require a military commitment and a period of service after graduation. All courses are college accredited, and are offered during the fall and spring semesters.

BASIC COURSE

The Basic Course is open to freshman and sophomore students in any major. The course provides leadership and management training as well as an introduction to military organizations, weapons and tactics. Classroom instruction is reinforced by weekly performance-oriented labs. Participation in physical training is required, and is conducted three times a week.

The Basic Course normally consists of two classes in the freshman year and two in the sophomore year (one each semester). Sophomores who did not take freshman Military Science classes may complete the Basic Course by enrolling in MS 1223 in the spring and MS 2223 in the fall. In addition, placement credit for one or more classes may be given for prior (or current) military service, three or more years of JROTC, or attending the Leaders Training Course. Basic Course credit is required for Advanced Course enrollment.

Beginning in their sophomore year, cadets who are in good standing and commit to completing the commissioning program are eligible for a $350 monthly stipend.

ADVANCED COURSE
Advanced Course admission is competitive and requires the student to be fully qualified to receive a commission in the United States Army. It consists of four semesters of Military Science (one class each semester), physical training three days a week, and a four-week summer training session (LDAC). Instruction begins with in-depth study of small unit tactics in the junior year. In the senior year students learn about the contemporary operating environment, ethics, staff functions and organization, the role of the Army, and receive hands-on experience as they plan and lead actual events.

Enrollment in the advanced course incurs a period of military service after graduation, and entitles students to a stipend of $450 to $500 per month during the school year. In addition, Advanced Course students receive approximately $800 for the required summer training session.

MINOR IN MILITARY SCIENCE (N700)
Cadets cannot major in Military Science, but have the option of adding the Minor in Military Science (N700) to their degree. The Minor in Military Science requires completing (or receiving placement credit for) the Basic Course, the Advanced Course, and a Military History course offered by the Department of Military Science. To enroll in this option students should see their academic counselor.

LEADERS TRAINING COURSE (LTC)
Incoming juniors and graduate students who did not complete the Basic Course may qualify for the Advanced Course by attending a four-week summer camp prior to enrolling in the Advanced Course. This highly focused, military-oriented camp is offered at no charge to qualified applicants, and gives students the requisite knowledge and skills to be successful in the Advanced Course.

LTC applicants must apply through the Department of Military Science no later than April in order to complete the necessary requirements for attendance. Eligibility requirements include at least two academic years remaining (undergraduate or graduate), US citizenship, 2.0 grade point average, under age 39 at graduation, no prior military service, no felony or domestic violence convictions, no more than three dependents, and passing a physical examination and physical fitness test. Students who
complete the course may apply for a two-year scholarship (see Scholarship Eligibility).

SCHOLARSHIPS
A number of full scholarships are awarded each year for up to four years of study. Scholarships are awarded under the High School Scholarship Program, the Campus-Based Scholarship Program, and the Guaranteed Reserve Forces Duty Scholarship Program. Benefits for all scholarships include:

- 100% tuition and all mandatory fees, or room and board;
- $1,200 per year book allowance;
- $300-$500 monthly stipend.

Scholarship eligibility minimum requirements include:

- US citizenship;
- 2.5 GPA (high school or college);
- 19 ACT/920 ACT (for freshmen only);
- Under age 31 upon graduation;
- Passing physical examination;
- Passing physical fitness test;
- No felony or domestic violence convictions; and
- No more than three dependents.

Campus-Based Scholarship Program
Two, three, and four year scholarships are available on a competitive basis to incoming students, current students, including graduate students, regardless of current ROTC participation. Application can be made by contacting the Military Science Department.

High School Scholarship Program
High school seniors may apply by completing an online application at www.armyrotc.com between March 1 and January 10. After completing the application, students should follow the online instructions to mail in their high school transcripts and ACT or SAT test scores. Applicants will also be required to take a Physical Fitness Test at their school, and be interviewed by an Army ROTC officer. Scholarship selection is made by a centralized board of Army officers beginning in October.

Guaranteed Reserve Forces Duty (GRFD) Scholarship Program
Sophomores, juniors, seniors, and graduate students currently serving (or soon enlisting) in the Army National Guard or Army Reserves can apply for the Guaranteed Reserve Forces Duty Scholarship. With a GRFD scholarship, Reservists and Guardsmen continue to drill with their current unit while enrolled in Military Science, and receive all their National Guard or Army Reserve education benefits in addition to the scholarship benefits listed above. Upon graduation GRFD scholarship winners will not be considered for Active Duty appointments, and serve their military commitment with part-time service as officers in the Army National Guard or Army Reserves.

FINANCIAL ASSISTANCE
All students enrolled in Military Science are furnished with necessary military science textbooks, equipment and uniforms at no cost. All advanced course students and scholarship winners are paid a monthly stipend of $350-$500. Advanced course students will receive approximately $800 during the required four-week summer training session between their junior and senior year in the program.

The OU Army ROTC Alumni Association provides over $15,000 of tuition assistance each year on the basis of merit and need. There are over a dozen other military scholarships and awards, ranging from $50 to $2,500, that students may compete for each year. Award deadlines and requirements vary and require current enrollment in Military Science classes.

COMMISSIONING OPTIONS
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. Graduates serve in any of the 16 basic branches (some, such as Aviation, are subject to additional requirements).

At the end of the junior year, cadets submit an Officer Assignment Preference statement indicating their choice of component (Active Duty, National Guard, or Army Reserves), basic branch, and preferred duty location. Students receive their choices based on their rank in a national order of merit list, which is based on a number of criteria including grade point average, physical fitness, and performance in Military Science.

GUARANTEED RESERVE FORCES DUTY
Upon entrance into the Advanced Course a non-scholarship student may request a Guaranteed Reserve Forces Duty contract to be commissioned into the Army Reserve or Army National Guard. Students with Reserve Forces Duty contracts will not be considered for Active Duty appointment, and are only required to be on active duty for a period of 90 to 180 days after graduation. This period will be devoted to attendance at the Basic Officer’s Course; course lengths vary according to military specialty. Following this training, the officer will serve with a Reserve or National Guard unit in his or her community.

BENEFITS
Students who are selected to fulfill their military service obligation on Active Duty receive the following benefits:

- entry into mid-level management at the rank of second lieutenant;
- starting pay and allowances of approximately $49,000 per year;
- automatic promotion at 18 months;
- 30 days paid vacation annually;
- full medical and dental benefits, including dependent family members;
- up to $450,000 low cost life insurance;
- education benefits including the GI Bill and $4500 in tuition assistance;
- valuable work and leadership experience in a variety of career fields;
- the satisfaction and personal pride associated with service to country.

Students who elect to serve part-time as officers in the Army National Guard or Army Reserves receive the following benefits:

- entry into mid-level management at the rank of second lieutenant;
- starting part-time pay and allowances of approximately $7,000 per year;
- valuable work and leadership experience in a variety of career fields;
- the chance to work in and help your own community;
- education benefits up to $4500 in tuition assistance and the GI Bill.

**STUDENT LOAN REPAYMENT PROGRAM**

Army ROTC can pay back up to $65,000 in student loans for cadets who complete the commissioning program and serve as Active Duty officers. Students enrolled in ROTC can apply for this program in the fall of their senior year through the Military Science Department.

**CRITICAL LANGUAGE INCENTIVE PROGRAM**

Cadets studying any of 70 languages designated by the Department of the Army as “critical” can receive up to $2,500 each year for receiving passing grades. Current languages eligible for the bonus pay include Arabic, Chinese, Japanese, Korean, Pashto, Persian, Portuguese, Russian and over 60 more. This program is eligible to Basic Course and Advanced Course cadets. To apply, students must submit a proposal to the Professor of Military Science at the beginning of the semester. Bonuses are paid at the end of the semester in which a successful grade was achieved.

**RANGER CHALLENGE**

Ranger Challenge is the varsity sport of Army ROTC. Each year students compete for a spot on an eight-man team to compete against other colleges in a series of military events. Events include a 12-mile foot march; rifle marksmanship; day and night land navigation; first aid; an obstacle course; an Army Physical Fitness Test; and building a one-rope bridge. Try-outs are rigorous, and the training requires a commitment of additional time and dedication. Winners of regional competitions go on to compete at the national level against ROTC departments from across the country.

**LEADERSHIP DEVELOPMENT AND ASSESSMENT CAMP (LDAC)**

Advanced Course students attend a four-week summer training session at Joint Land Base Lewis-McChord (near Tacoma, Washington), normally taken in the summer between the junior and senior year. This intense training, which may be taken for elective credit, allows students to demonstrate their leadership skills in a realistic, immersive setting focused on leading other students through a series of demanding tasks. LDAC completion is required for commissioning, and performance at LDAC is one of the key components of determining placement on the national order of merit list. LDAC participants receive free airfare to and from JLB Lewis-McChord, and are paid an allowance of approximately $800 for the session.

**SUMMER TRAINING OPPORTUNITIES**

Each summer selected students who are enrolled in Military Science have the opportunity to attend Airborne, Air Assault, and Mountain Warfare training conducted by the US Army at Ft. Benning, Georgia, Ft. Campbell, Kentucky, and Ft. McCoy, Wisconsin. Those who successfully complete the courses are awarded military credit, including the Army Parachutist Badge or Air Assault Badge. Students participate in these courses on the same basis as Army soldiers, and should expect a rigorous curriculum of physical activity and strict discipline for the two or three week duration of the courses.

Selection for these schools is competitive and requires previous enrollment in Military Science classes. Students receive free airfare to and from each course, as well as an allowance of approximately $39 per day of the course.

**VETERANS**

Qualified veterans may receive Basic Course credit enabling them to complete Army commissioning requirements in two years in the Advanced Course. Veterans receive the same benefits as other students in addition to their GI Bill and VA benefits. Veterans, as well as current Army Reserve and National Guard soldier/students, are also eligible to compete for scholarships.

**SIMULTANEOUS MEMBERSHIP PROGRAM**

The Simultaneous Membership Program (SMP) allows enlisted members of the National Guard and Army Reserve to enroll in ROTC courses as a means of earning an officer’s commission. While in the SMP students continue to drill with their current unit while taking Military Science courses, but are given the rank of cadet, are placed in officer trainee positions within their units, receive E-5 drill pay, and are non-deployable for as long as they are in school. SMP cadets receive all the tuition benefits available from the National Guard or Army Reserve in addition to ROTC benefits, such as the monthly stipend and scholarship opportunities. Upon graduation SMP participants have the option of serving on Active Duty, or part-time in the National Guard or Army Reserves.

**GREEN TO GOLD**

The Green to Gold program allows enlisted soldiers currently on active duty with outstanding leadership potential to earn a college degree and officer’s commission. Selected applicants are released from their active duty commitment (or, in some cases, continue to stay on Active Duty status) for the purpose of attending college full-time for at least two years to complete a bachelor’s or master’s degree in the field of their choice. Options include two, three, and four-year scholarships; a two-year non-scholarship option; and the two-year Active Duty Option.

**Scholarship Option**

Under the Scholarship Option a soldier is released from Active Duty to attend college full-time, regardless of the time remaining on their enlistment contract. Scholarship winners are given a full scholarship (see Scholarship Benefits) for up to four years of study in their chosen major, and upon graduation are commissioned as second lieutenants in either the active Army, Army Reserves, or Army National Guard. Requirements include those listed under Scholarship Eligibility as well as additional military qualifications, but does not require any previous college-level work.

Scholarships are awarded once each year through a centralized selection process, allowing students to enter college full-time in either the fall or spring semester. Applications are submitted to the US Army Cadet Command with application deadlines of February 1. Interested students should contact the Military Science Department for assistance.

**Non-Scholarship Option**

Under the Non-Scholarship Option a soldier is released from Active Duty to attend college full-time, regardless of the time remaining on their enlistment contract, but is not given a scholarship. Other means of financing available are the GI Bill, financial aid and loans available to other students, and participation in the Simultaneous Membership Program. Upon graduation students are commissioned as second lieutenants in either the active Army, Army Reserves, or Army National Guard. Requirements include two years of college work with a 2.0 minimum grade point average, under the age of 39 upon graduation, and certain military qualifications.
Non-scholarship students may begin college full-time in either the fall or spring semester. Application is made through the Military Science Department no later than November 15 and June 15.

**Active Duty Non-Scholarship Option**
Under the Active Duty Option selected soldiers remain on Active Duty status, with all current pay and benefits, and attend college full-time to complete a bachelor's or master's degree. Upon graduation students are commissioned as second lieutenants in the Active Army for a minimum of three years. Selection is very competitive and requires two years of college work with a 2.5 minimum grade point average, under the age of 39 upon graduation, and certain military qualifications.

Active Duty Option students continue to receive all current military pay, allowances and benefits, but are responsible for their own college costs. The Army Tuition Assistance Program is not available for these students, but they may elect to use their GI Bill benefits as well as traditional loans and financial aid available to other students.

Active Duty Option appointments are made once a year through a centralized selection process, with students entering college full-time in the fall semester. Applications are submitted to the US Army Cadet Command with an application deadline of February 1. Interested students should contact the Military Science Department for assistance.

**MEDICAL/PRE-MED STUDENTS**
Army ROTC provides a pathway to becoming an Army doctor (including dentists and veterinarians) in specialties ranging from Anesthesiology and Cardiology to Radiology and Vascular Surgery. Cadets with pre-med majors receive the same training—with the same requirements—as every other cadet while they complete ROTC. Upon graduation they are commissioned as second lieutenants, but instead of immediately beginning their officer service, cadets who are accepted into a medical school may delay their military obligation until completion of the medical training, at which time they enter service as officers in the Army Medical (Dental, or Veterinarian) Corps.

After completing a bachelor’s degree, opportunities for fully-funded medical training are available under two programs: the Armed Forces Health Professions Scholarship Program (HPSP), and the Uniformed Services University of the Health Sciences (USUHS). The HPSP scholarship can be used at any accredited medical school in the United States, and includes full tuition and a stipend of over $2000 per month. USUHS is a DOD medical school located in Bethesda, MD, and offers free tuition plus second lieutenant pay, benefits and allowances for all four years of school.

**Department of Naval Science**
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Internet: http://nrotc.ou.edu

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 placed on active duty as a leader, as well as the exciting opportunity to proudly serve our country as a naval aviator, submarine officer, surface warfare officer, special warfare officer (SEAL) or Marine officer.

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.

**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, 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 Naval ROTC College Program is offered for students who want to pursue an opportunity to serve their country in leadership roles as Navy or Marine Corps officers.

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.

**ACTIVITIES**
Midshipmen students, on a voluntary basis, may participate in a diversified field of unit-sponsored activities. These include sailing, precision drill teams, color guard, rifle and pistol team, intramural athletics, endurance team, unit publications such as the University activities.

“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.

**CURRICULUM CORE REQUIREMENTS**

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<tr>
<th>Year</th>
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<tr>
<td>First Year</td>
<td>Naval Science 1132, 1133, 0110*.</td>
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<tr>
<td>Second Year</td>
<td>Naval Science 2133, 2133, 0110*.</td>
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<tr>
<td>Second Year (Marine Option)</td>
<td>Naval Science 0110*.</td>
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<tr>
<td>Third Year (Navy Option)</td>
<td>Naval Science 3133, 3233, 0110*.</td>
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<td>Third Year (Marine Option)</td>
<td>Naval Science 3333, 4333, 0110*.</td>
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<td>Fourth Year</td>
<td>Naval Science 4233, 4633, 0110*.</td>
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<tr>
<td>Fourth Year (Marine Option)</td>
<td>Naval Science 4633, 0110*.</td>
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</table>

*Must be scheduled each semester.

**Additional Courses (Scholarship Students)**
- Engineering Calculus — MATH 1823 and 2423.
- Calculus-Based Physics — PHYS 2514 and 2524.
- American Military History or National Security Policy (one course).
- Non-Western Culture focusing on Third World Cultures (one course).
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, if any. Membership in the Graduate Faculty is designated by an asterisk following the faculty members’ names.


ANDERSON, DAVID K.,* B.A., Queen’s University; M.A., Dalhousie University; Ph.D, 2009, McGill University. Assistant Professor of English, (2009).


ANDERSON, RONALD H., Assistant Professor of Management and Entrepreneurship, (2009).

ANTELL, Karen E.,* Associate Professor and Projects Librarian; Associate Professor of Bibliography and Head of Reference and Outreach Services, 2009, (2014).


BAINES, LAWRENCE,* B.S., 1978, Texas at Austin; M.S., 1984, University of North Texas; Ph.D., 1993, Texas at Austin. Professor and Chair, Department of Instructional Leadership and Academic Curriculum; Associate Professor of Liberal Studies, 2009, (2013), 2009.

BAIRAKTAROVA, DIANA, Assistant Professor of Aerospace and Mechanical Engineering, (2013).


BANZ, MARTHA L.,* B.S., Southern Nazarene; M.S., Ph.D., Oklahoma. Associate Professor of Liberal Studies; Associate Dean, College of Liberal Studies, (2010), 2013.


BARKER, KASH A.* B.S., M.S., Oklahoma; Ph.D., Virginia. Assistant Professor of Industrial and Systems Engineering, (2011).


BARMAN, SAMIR,* B.S., 1974, Jadavpur University, India; M.S., 1985, Ph.D., 1987, Clemson. Professor of Marketing and Supply Chain Management, Baldwin Chair of Business Administration, 1987, (2005), 2012.


BARNES, JENNIFER L.,* Assistant Professor of Psychology, (2012).


BARRY, COLIN, Assistant Professor of Political Science, (2013).


BASALDU, ROBERT C., Assistant Professor of Native American Studies, (2013).


BEECH, IWONA B., University of Portsmouth, United Kingdom. Research Professor of Microbiology and Plant Biology, (2012)


BELL Jr., PAUL BURTON, * A.B., 1968, Washington University; Ph.D., 1975, Yale. Professor of Biology; Regents Professor of the College of Arts and Sciences, 1979, (2013).


BIERMAN, JAMES E., Associate Professor of Bibliography and Engineering Librarian, 2007, (2013).


BIGGS, ROBYN, Assistant Professor of Chemistry and Biochemistry, (2013).

BIRADAR, CHANDRASHEKHAR M., B.S., 1998, College of Forestry, Dharwad, Karnataka, India; M.S., 2000, University of Horticulture and Forestry, Himachal Pradesh, India; Ph.D., 2005, University of Pune, Maharashtra, India. Affiliate Research Assistant Professor of Microbiology and Plant Biology, (2013).


BLACK, CHRISTOPHER D., Assistant Professor of Health and Exercise Science, (2013).

BLACK, ERVIN L., Professor of Accounting; Rath Chair in Accounting, (2014).

BLACKMON, STEPHANIE J., Assistant Professor of Educational Leadership and Policy Studies, (2013).


BODURKA, JERZY A., Associate Professor of Engineering; Engineering Dean at Tulsa, (2012), 2013.


BOURNE, CHRISTINA, Assistant Professor of Chemistry and Biochemistry, (2014).

BOYD, KATRINA G., B.A., Texas at Arlington; M.A., Ph.D., Indiana at Bloomington. Assistant Professor of Film and Media Studies, (2011).

BRACIC, ANA, Assistant Professor of Political Science, (2014).


BURKETT, ANTHONY W., Assistant Professor of Chemistry and Biochemistry, (2012).


CERATO, AMY B.,* B.S., 1999, Lafayette, M.S., 2001, M.S. 2004, Torino; Ph.D., 2008, Massachusetts-Amherst. Assistant Professor of

CARPOGROSSO SANSONE, BARBARA,* B.S., 2000, University of

CHAN, KAM WAI C., Assistant Professor of Electrical and Computer Engineering, (2013).


CHENG, SZE MING,* 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. Associate Professor of Electrical and Computer Engineering, 2006, (2013).


COBB-GREETHAM, AMANDA, Associate Professor of Native American Studies; Coca-Cola Professor of Native American Studies, (2014).

COLEMAN, JOYCE,* B.A., 1971, Barnard College; M.A., 1979, Texas American Studies; Coca-Cola Professor of Native American Studies, (2013), 2013.


COOPER, GEORGE T., Ph.D., Oregon. Lecturer of Expository Writing Program; Director, Expository Writing Program; Associate Director, Writing Enriched Curriculum, 2007, (2012), 2014.


CRUISE, REBECCA J., B.A., University of Portland; Ph.D., 2011, Oklahoma. Assistant Professor of International and Area Studies; Assistant Dean, College of International Studies, (2013).


DALLAM, MARIE W.,* B.A., Hunter College City University of New York; M.A., Harvard; Ph.D., Temple. Assistant Professor of Honors; Reach for Excellence Professor of Honors, (2009).


DANT, RAJIV P.,* B.A., 1976, University of Bombay (St. Xavier College); MBA, 1978, University of Bombay (Bajaj Institute); Ph.D., 1986, Virginia Polytechnic Institute & State University. Professor of Marketing and Supply Chain Management; Helen Robson Walton Chair in Marketing Strategy; Director, Division of Marketing and Supply Chain Management, 2008, (2013), 2011.


DEMAREST, HEATHER, Assistant Professor of Philosophy, (2013).


DIONNE, ROBERT A.,* SUNY Broome; B.S., Binghamton University - SUNY; M.S., 1985, Embry-Riddle Aeronautical University; Ed.D., 2010, Oklahoma State. Assistant Professor of Aviation, (2013).


DOTHARD PETERSON, TINA L., Assistant Professor of Social Work, (2014).


DOWNS, ALEXIS A., Associate Professor of Management and Entrepreneurship, (2014).

DURCIKOVA, ALEXANDRA,* Assistant Professor of Management Systems, (2014).

DUNN, BRIAN K., Assistant Professor of Management Information Computer Engineering, (2012).


DUNN, BRIAN K., Assistant Professor of Management Information Systems, (2014).

DURCIKOVÁ, ALEXANDRA,* Assistant Professor of Management Information Systems, (2012).


DYER, JOHN, B.S., Oklahoma State University; B.S., M.S., Ph.D., Oklahoma. Research Assistant Professor of Electrical and Computer Engineering, (2012).

EDMUNDS, ROBERT A.,* B.A., 1993, Oklahoma City University; M.A, Texas at Austin; Ph.D., 2009, Michigan State. Assistant Professor of Liberal Studies, (2012).


FORD, TIMOTHY G., Assistant Professor of Educational Leadership and Policy Studies, (2014).


FRANTZ Jr., RONALD H.,* Associate Professor of Architecture, Wick Cary Professor of the Institute for Quality Communities; Director, Small Town Studios, Institute for Quality Communities; Coordinator, Bachelor of Science in Environmental Design Program, (2011), 2013.


GARG, JIVTESH, Assistant Professor of Aerospace and Mechanical Engineering, (2013).

Educational Psychology; Chair, Department of Educational Psychology, 2001, (2012), 2012.


GHANBARNEZHAD-MOGHANLO, ROUZBEH , Assistant Professor of Petroleum and Geological Engineering, (2013).

GHASSEMI, AHMAD,* B.S., Oklahoma; M.S., 1988, South Dakota School of Mines; M.S. 1990, Minnesota; Ph.D., 1996, Oklahoma. Professor of Petroleum and Geological Engineering; McCasland Chair in Petroleum Engineering (2013).


GHOSH, SOMIK, Assistant Professor of Construction Science, (2013).

GHOSH, PALLAB K., Assistant Professor of Economics, (2014).

GIBSON, JOHN P.,* B.S., 1988, Oklahoma State; M.S., 1990, Georgia; Ph.D., 1995, Colorado. Associate Professor of Biology and Microbiology and Plant Biology; Director, Kessler Farm Field Laboratory, (2006), 2012.


GLIETD, TRAVIS J., Assistant Professor of Geography and Environmental Sustainability, (2012).


HAHN, SUSAN E., Associate Professor of Bibliography and Business and Economics Reference, 1995.


HARRIS, JOHN C., Assistant Professor of Regional and City Planning, (2013).


HARROZ Jr., JOSEPH,* B.A., 1989, Oklahoma; J.D., 1992, Georgetown. Professor of Law and Penelon Boesche Chair of Law; Director of the Law Center; Dean, College of Law and University Vice President, 1994 (2010), 2010.


HARVEY, PHILIP S., Assistant Professor of Civil and Environmental Science, (2014).


HASLERNIG, SIDURI, Assistant Professor of Educational Leadership and Policy Studies, (2014).

HASLIP, MICHAEL J., Assistant Professor of Instructional Leadership and Academic Curriculum, (2013).


HAVIG, KIRSTEN,* Assistant Professor of Social Work, (2011).


HEDDY, BENJAMIN C., Assistant Professor of Educational Psychology, (2014).


HENRY, AYANA G., Assistant Professor of Instructional Leadership and Academic Curriculum, (2013).


HERMES, NIZAR F., Assistant Professor of International Studies and Modern Languages, Literatures and Linguistics, (2014).


HEWES, RANDALL S.,* B.S., 1988, Carleton College; Ph.D., 1993, Washington. Associate Professor of Biology; Chair, Department of Biology, 2001, (2007), 2011.


<table>
<thead>
<tr>
<th>Name</th>
<th>Affiliation</th>
<th>Title</th>
<th>Institution</th>
<th>Years</th>
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<tbody>
<tr>
<td>HILL, CRAIG A.</td>
<td>Assistant Professor of Instructional Leadership and Academic Curriculum</td>
<td>(2013)</td>
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<td>HILL, MARY S.</td>
<td>Assistant Professor of Accounting</td>
<td>(2013)</td>
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<tr>
<td>HOBSON, KENNETH R.</td>
<td>B.S., 1976, North Carolina; M.S., 1987, Washington; Ph.D., California at Berkeley</td>
<td>Associate Professor of Biology</td>
<td>(2012)</td>
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<td>HOEFNAGELS, MARIELLE</td>
<td>B.S., 1987, California at Riverside; M.S., 1991, North Carolina State; Ph.D., 1997, Oregon State</td>
<td>Associate Professor of Biology and Microbiology and Plant Biology</td>
<td>(2008), 1997</td>
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<td>HOLLAND, JENNIFER L.</td>
<td>Assistant Professor of History</td>
<td>(2014)</td>
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<td>HOLLIDAY, LISA M.</td>
<td>Assistant Professor of Construction Science; Graduate Liaison, Construction Science Division</td>
<td>(2010), 2012</td>
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<td>HOLMES, ALEXANDER B.</td>
<td>B.A., 1970, M.A., 1972, Kansas; Ph.D., 1974, SUNY at Binghampton</td>
<td>Regents Professor of Economics; Chair, Department of Economics</td>
<td>(1991), 1974</td>
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<td>HOMEYER, CAMERON R.</td>
<td>Assistant Professor of Meteorology</td>
<td>(2014)</td>
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<td>HOUGEN, DEAN</td>
<td>B.S., 1988, Ph.D., 1998, Minnesota</td>
<td>Associate Professor of Computer Science</td>
<td>(2007)</td>
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<tr>
<td>HUBBARD, TODD P.</td>
<td>B.A., Oklahoma State; M.S., 1987, Embry-Riddle Aeronautical University; Ed.D., 2000, Oklahoma State</td>
<td>Clarence E. Page Associate Professor of Aviation/Aerospace Studies</td>
<td>(2012), 2012</td>
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<tr>
<td>HUFNAGEL, GLENDRA</td>
<td>B.S., M.A., 2012, Ph.D., Oklahoma</td>
<td>Assistant Professor of Human Relations</td>
<td>(2012)</td>
<td></td>
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<tr>
<td>HUSKEY, REBECCA K.</td>
<td>B.M.A., 1994, Oklahoma; Ph.D., 2005, Iowa</td>
<td>Associate Professor of Classics and Letters</td>
<td>(2013), 2007</td>
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<tr>
<td>HUSKEY, SAMUEL J.</td>
<td>B.A., 1994, Oklahoma; Ph.D., 2002, Iowa</td>
<td>Joseph Paxton Presidential Professor of Classics; Chair, Department of Classics and Letters</td>
<td>(2009), (2008)</td>
<td></td>
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<tr>
<td>IMRAN, ALI</td>
<td>Assistant Professor of Electrical and Computer Engineering</td>
<td>(2014)</td>
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<td>INGENE, CHARLES A.</td>
<td>Professor, Marketing and Supply Chain Management</td>
<td>(2014)</td>
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<tr>
<td>IRVINE, JILL</td>
<td>B.A., 1977, Michigan; Ph.D., 1989, Harvard</td>
<td>Professor of Women's and Gender Studies, and President's Associate</td>
<td>(2012), 2008</td>
<td></td>
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</tbody>
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Presidential Professor; Director of Women's and Gender Studies, 2003, (2014), 2007.


JOURDAN, DAWN E.,* B.S., 1996, Bradley University; J.D./M.U.P., 2000, Kansas; Ph.D., 2004, Florida State. Associate Professor of Regional and City Planning; Director, Regional and City Planning, (2012).


KARABUK, SULEYMAN,* B.S., 1991, Middle East Technical University, Turkey; M.S., 1994, Bilkent University, Turkey; Ph.D., 2001, Lehigh. Associate Professor of Industrial and Systems Engineering, 2003, (2009).


KESSLER, SHARON A.,* B.S., 1996, Illinois at Urbana-Champaign; Ph.D., 2002, California at Davis. Assistant Professor of Microbiology and Plant Biology, (2012).


KILE, MIA S.,* Associate Professor of Interior Design; Director, Interior Design, (2012), 2012.

KILIC, MUKREMIN,* B.S., 1999, Bogazici University; Ph.D., 2006, Texas at Austin. Assistant Professor of Physics and Astronomy, (2011).


KIM, JAEHO, Assistant Professor of Economics, (2014).

KIM, JUNGHWAN, Assistant Professor of Educational Leadership and Policy Studies, (2014).

KIM, MYONG-JIN, Assistant Professor of Economics, (2013).


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