

UNIVERSITY OF  
**ILLINOIS**  
SPRINGFIELD



Catalog 2022-2023



# Catalog 2022-2023

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The academic terms covered by this catalog include fall 2022, spring 2023, and summer 2023.

It should be understood that information concerning programs, procedures, requirements, standards, and fees is subject to change without notice. The information in this University of Illinois Springfield Undergraduate and Graduate Catalog is not to be considered final, nor does it constitute a contract between the student and UIS.

*The commitment of the University of Illinois to the most fundamental principles of academic freedom, equality of opportunity, and human dignity requires that decisions involving students and employees be based on individual merit and be free from invidious discrimination in all its forms.*

*The University of Illinois will not engage in discrimination or harassment against any person because of race, color, religion, sex, national origin, ancestry, age, order of protection status, genetic information, marital status, disability, sexual orientation including gender identity, unfavorable discharge from the military or status as a protected veteran and will comply with all federal and state nondiscrimination, equal opportunity, and affirmative action laws, orders and regulations. This nondiscrimination policy applies to admissions, employment, access to and treatment in the University programs and activities.*

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# General Information

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*UIS has approximately 41,828 alumni and certificate holders located throughout the world, with the greatest concentration (27,612) in Illinois.*

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

**Enrollment:** 3,944 (Fall 2021)

**Campus size:** 746 acres

**Academic programs:** 58 University of Illinois degree-granting programs; 33 bachelor's degree programs; 25 master's degree programs; 1 doctoral program (AY 2021-2022)

**Residence Life:** Our freshman and sophomore students live in Lincoln Residence Hall and Founders Residence Hall. Additionally; junior, senior, graduate and family students choose to live in our West Campus town homes and East Campus apartments.

**Financial assistance:** Nearly 82% of all UIS students receive some form of financial assistance (FY 2020-2021)

## Student profile:

- 63.5% undergraduate and 36.5% graduate
- Full-time: 55.2%
- Residents in campus housing: 839 of 1,108 (occupancy of 75.7%) (Fall 2021)
- Student origins: 77.9% Illinois, 6.9% out-of-state, 6.9% international

## Top five enrolled undergraduate majors:

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

## Top five enrolled graduate majors:

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

**Athletics:** NCAA Division II – 17 sports competing in the Great Lakes Valley Conference include: men's and women's soccer, men's and women's basketball, men's and women's tennis, men's and women's golf, men's and women's cross country, baseball, women's volleyball, softball, men's and women's indoor and outdoor track and field

**Clubs and organizations:** 90

**Entertainment:** The University of Illinois Springfield Performing Arts Center has concerts, lectures, musicals, and theatrical productions in the 2,005-seat Sangamon Auditorium and in the 124-seat UIS Studio Theatre; and sports and performance space, as well as fitness and wellness activities in the TRAC (The Recreation and Athletic Center).

# About UIS

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## The Campus: Its History and Philosophy

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

UIS is home to traditional-aged residential students, older commuter students with full-time jobs and families, and nearly 1,500 students who earn degrees entirely online. In total, they number approximately 4,000, and they come from all parts of the globe.

Just as varied is our range of academic and professional programs – 33 bachelor's degrees, 43 minors, 26 master's degrees, one doctoral, 46 graduate certificates and course work that leads to six Illinois State Board of Education endorsements. Students can choose a traditional discipline such as history, psychology, or biology, a career-oriented major such as business administration or management information systems, or an inter-disciplinary program such as environmental studies or communication.

UIS is located in Springfield, the capital city of Illinois and the hometown and final resting place of Abraham Lincoln, whose legacy is still strong in the community. UIS' spacious, wooded campus is just minutes from downtown, and near the shoreline of Lake Springfield. UIS joined the University of Illinois System in 1995, and the campus marked its 50th anniversary in 2020.

## The Learning Environment

UIS' learning environment includes the community, as the academic programs and public affairs activities are structured to make good use of the resources a capital city has to offer.

At UIS, a great deal of learning takes place outside the classroom. Students of government, politics, and public policy can see it all in Springfield, from the day-to-day functioning of the Illinois General Assembly to the workings of special interest groups advocating in the Rotunda or on the Statehouse lawn. Majors in health professions can gain experience utilizing the medical facilities in one of the region's largest centers of health care. History students have access to some of the nation's most priceless historic sites and archaeology students take part in the investigations at New Philadelphia, the first American town founded by an African-American man.

Students in business and technology have access to the entrepreneurial expertise of Innovate Springfield, UIS' business incubator. Students interested in the legal system can work in the Illinois Innocence Project on cases to exonerate people wrongly convicted of crimes. Aspiring journalists can spend a six-month internship reporting for the major media bureaus of the Capitol Press Corps. Students in the sciences have access to state-of-the-art labs and equipment, and two field research stations – on Lake Springfield,

and in the heart of The Nature Conservancy's Emiquon wetlands restoration project along the Illinois River.

## Public Affairs

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

On an individual level, students are encouraged to widen their perspective on public affairs and service through course work in the Engaged Citizenship Common Experience. In short, UIS students are shaped by their time here in many ways and acquire a different perspective on their world.

## Mission, Vision, Values

### Mission:

The University of Illinois Springfield provides a uniquely student-centered educational experience both in and out of the classroom through active learning, meaningful research and impactful civic engagement that prepares graduates to contribute fully to society.

### Vision:

The University of Illinois Springfield will be a pathway to opportunity, a catalyst for change, and a space of possibility where learners become ethical and passionate scholars, leaders and citizens capable of transforming their local and global communities.

### Values:

1. **Student-Focused Teaching and Learning:** We place student development - fostered through meaningful interactions among students, faculty, staff and the community - at the core of all University activities.
2. **Integrity:** We conduct ourselves with honesty, professionalism and respect for others, accepting responsibility for the ethical consequences of our ideas and actions.
3. **Inquiry:** We seek to understand the world around us through the mastery of core skills of perception, analysis and expression, through the acquisition of knowledge and through the pursuit of scholarship that is challenging and significant.
4. **Civic Engagement:** We build meaningful relationships that enable us to both learn from and contribute to our local and global communities.
5. **Diversity:** We embrace diversity in all its forms as both an intellectual commitment and a social responsibility, and we foster an inclusive culture that recognizes the needs and contributions of every individual.
6. **Strategic Thinking:** We are proactive learning organization committed to continuous improvement, evidence-based decision-making and innovation.
7. **Accountability:** We translate intentions into actions via shared governance and fiscal stewardship, holding decision-makers responsible to our students, colleagues and other stakeholders.



## **Governance and Accreditation**

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

UIS is accredited by the Higher Learning Commission, a regional accreditation agency recognized by the U.S. Department of Education. Contact the Commission in writing at:

230 South LaSalle Street Suite 7-500  
Chicago, IL 60604-1411  
Phone (312) 263-0456 or (800) 621-7440  
fax (312) 263-7462  
email at [info@hlcommission.org](mailto:info@hlcommission.org); or go to the HLC website

## **Campus Policies**

UIS has implemented a number of policies, including those relating to affirmative action, religious observances, sexual harassment, use of drugs and alcohol, human rights, and possession of weapons. An overview of these policies, as well as the Campus Safety Policy and campus crime statistics, is available on the UIS Human Resources website. Students may also wish to review the list of various university and campus policies available on the Office of Records and Registration's website.

# Academic Calendar

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## Fall Semester 2022

August 19, 2022, Friday	Full-Term and First-Half Classes Begin
September 5, 2022, Monday	Labor Day, Campus Closed
October 15, 2022, Saturday	Mid-Point
October 17, 2022, Monday	Last-Half Classes Begin
October 19, 2022, Wednesday (Noon)	Mid-Term Grading Deadline
November 8, 2022, Tuesday	Election Day, Campus Closed
November 23-25, 2022, Wednesday-Friday	Thanksgiving Recess
December 3, 2022, Saturday	Last Day of Classes
December 5-10, 2022, Monday-Saturday	Finals Week
December 10, 2022, Saturday	Semester Ends
December 14, 2022, Wednesday (Noon)	Final Grading Deadline

## Spring Semester 2023

December 12, 2022, Monday	Intersession Classes Begin
January 16, 2023, Monday	Martin Luther King, Jr. Day, Campus Closed
January 17, 2023, Tuesday	Full-Term and First-Half Classes Begin
March 11, 2023, Saturday	Mid-Point
March 13-17, 2023, Monday-Friday	Spring Recess
March 15, 2023, Wednesday (Noon)	Mid-Term Grading Deadline
March 20, 2023, Monday	Last-Half Classes Begin
May 6, 2023, Saturday	Last Day of Classes
May 8-13, 2023, Monday-Saturday	Finals Week
May 13, 2023, Saturday	Semester Ends/Commencement
May 17, 2023, Wednesday (Noon)	Final Grading Deadline

## Summer Semester 2023

June 5, 2023, Monday	Full-Term and First-Half Classes Begin
June 19, 2023, Monday	Juneteenth, Campus Closed
July 1, 2023, Saturday	Mid-Point
July 3, 2023, Monday	Last-Half Classes Begin
July 4, 2023, Tuesday	Independence Day, Campus Closed
July 29, 2023, Saturday	Semester Ends
August 2, 2023, Wednesday (Noon)	Final Grading Deadline

# Campus Connections

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## Directory

Visit the UIS online directory to search by faculty/staff name, department, or phone number. You can also call 217-206-6600 to speak with the campus operator during regular business hours.

In the event of an emergency call the Campus Police 217-206-7777. Non-emergency calls should be directed to 217-206-6690. The Campus Police department is located in PDB 1.

## Campus Map

Visit the UIS website for a map of the UIS campus.

## Key

A key to the academic building abbreviations is as follows:

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

# From the Chancellor

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Welcome to the University of Illinois Springfield!

We hope you find this catalog helpful as you explore academic programs and careers. We invite you to visit our website as well – [www.uis.edu](http://www.uis.edu) – where you will find course descriptions and more detailed information about our university and faculty.

UIS is proud to offer 58 degree programs at the undergraduate and graduate levels—both online and on our beautiful 750-acre campus—as well as outstanding certificate programs that you can pursue independently or while earning a degree.

At UIS, a University of Illinois education is delivered through hands-on, student-focused teaching. Leadership is woven into the curriculum with a rich abundance of opportunities offered both in and outside the classroom. Our location in the state capital of Illinois provides students with opportunities and advantages they cannot get anywhere else.

I encourage you to contact the Office of Admission to determine which program or courses might be right for you.

Sincerely,

Karen M. Whitney, Interim Chancellor

# Admissions and Academic Information for All Students

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- Admissions Information (p. 12)
- Assessment Information and Academic Standards (p. 13)
- Advising, Degree Audits, and Graduation Information (p. 15)
- Financial Assistance Information (p. 17)
- Immunization Information (p. 21)
- Covid Vaccination & Testing Requirements (p. 22)
- Registration Information (p. 23)
- Records and Important Information (p. 25)

## Admissions Information

### Admission

#### Degree Seeking Students

**First-year undergraduate students** with a strong record of academic achievement who have completed less than 12 hours of college credit after graduation from high school may apply for admission as a freshman. Students must submit high school transcripts, ACT/SAT scores (see note below)\*, and may be asked for a personal statement. Applications are accepted starting September 1 of the year prior to entry into the program, and new students may begin classes in any semester. In addition to general freshman applicants, UIS has an Honors Program that is a selective program and enrolls a limited number of students each year. Eligible students will be contacted by the Honors Program.

\*Note: ACT/SAT scores are not required for admission for this academic year.

**Undergraduate transfer students** with 12 or more semester hours may apply for admission. Students who have earned less than 30 semester hours must submit the same credentials as students seeking admission as freshmen (including official college transcripts). Students who have completed 30 or more transferable hours must submit official transcripts from all colleges and universities attended. Remedial and developmental courses are not applicable to admission requirements. Applications are accepted on a rolling basis, and new on campus transfer students may begin classes in any semester.

**Graduate students** must apply to UIS and have official transcripts and any required test scores submitted to the Office of Admissions. In addition, some graduate programs may request supplemental admissions documents. Admission to graduate studies may be granted to students who have earned a baccalaureate degree and who have met all specific program requirements and prerequisite courses.

#### Non-Degree Seeking Students

Students must complete an application and submit it to the Office of Admissions. The undergraduate non-degree student will be asked for

clarification of his/her status before exceeding 16 hours; the graduate non-degree student before exceeding 12 hours.

Contact the Office of Admissions for additional information regarding any of the admission items mentioned above including possible exceptions.

## University of Illinois Residency Status for Admission and Assessment of Tuition

### General Information

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

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

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

### Procedures

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

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

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

If the student is still not satisfied with the determination after it has been reconsidered, he or she may appeal the decision to the director, University-wide Student Programs. The appeal shall be in writing and shall include reasons for the appeal. The appeal must be received by the Director of Admissions within 20 days of the notice of the ruling. It will then be referred to the director, University-wide Student Programs.



A student who fails to file an appeal within 20 days of the notice of the ruling waives all claims to reconsideration for that academic session. Filing deadlines cannot be extended or waived and applications and appeals not filed in a timely manner will not be reviewed. The decision of the director, University-wide Student Programs, shall be final in all cases.

For detailed information on regulations and statutes used to determine residency, contact the Office of Admissions.

## English Language Proficiency

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

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

- Applicants who have successfully completed with a "B" or higher Composition 1 and 2 and a speaking course at an accredited college or university in the U.S., U.K., Australia, Canada (English-medium school), Ireland, New Zealand, or South Africa
- Applicants who transfer with 60 credits and a GPA of 2.0 or better on a 4.0 scale from an accredited college or university in the U.S., U.K., Australia, Canada (English-medium schools), Ireland, New Zealand, or South Africa
- Applicants who have a minimum of two years of professional employment experience in the U.S. This demonstration is subject to employer verification

Students who believe they qualify for a waiver of the English Language test should submit the petition to the UIS Office of Admissions. The form can be found on the Office of Admissions website.

## Undergraduate Students

Applicants whose native language is not English must submit official TOEFL scores (or scores from an approved equivalent exam). Those who earned an associate degree in the United States with a GPA of 2.0 or better on a 4.0 scale, or those who graduated from and attended a U.S. high school for three or more years, are not required to submit TOEFL scores. Please visit the UIS English Proficiency Requirements website for further information.

## Master's Students

Applicants whose native language is not English must submit official TOEFL scores (or scores from an approved equivalent exam). Applicants who hold a U.S. bachelor's degree with a GPA of 2.50 or higher (on a 4.0 scale) are not required to submit TOEFL scores. Please visit the UIS English Proficiency Requirements website for further information.

## Doctoral Students

Applicants whose native language is not English must submit official TOEFL scores (or scores from an approved equivalent exam). Please visit the UIS English Proficiency Requirements website for further information.

# Assessment Information and Academic Standards

## Assessment

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

## Evaluation of Faculty Oral English Proficiency

As required by state law and UIS policy, students are asked to evaluate their instructors on oral English proficiency in the classroom. Procedures call for this evaluation to occur twice during the semester.

## Academic Integrity

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

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

## Academic Load/Enrollment Time Status

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

Students are classified into various time-status categories based upon the number of hours in which they are enrolled for a particular semester. In the fall and spring semesters, a student is considered to be full-time if enrolled in 12 credit hours (undergraduate) or nine (graduate). During the summer, both undergraduate and graduate students are considered to be full-time if enrolled in six credit hours. Enrolled students not classified as full-time are considered to be part-time. Part-time students are further classified based upon the specific hours in which they are enrolled. In fall and spring semesters, a student is considered to be 3/4-time if enrolled in 9-11.99 credit hours (undergraduate) or 7-8.99 (graduate), half-time if enrolled in 6-8.99 credit hours (undergraduate) or 5-6.99 (graduate), and less than half-time if enrolled in .01-5.99 credit hours (undergraduate) or .01-4.99 (graduate). For summer, both undergraduate and graduate students are considered to be 3/4-time if enrolled in 5-5.99 credit hours, half-time if enrolled in 3-4.99 credit hours, and less than half-time if enrolled in .01-2.99 credit hours. Students with questions regarding academic load/enrollment time status (including enrollment verifications) should contact the Office of Records and Registration.

To enroll for more than 18 semester hours during the fall or spring semesters, or more than eight semester hours during the summer

term, a Student Petition requesting an overload must be approved by the appropriate individuals. Additional information regarding the required signatures can be found on the Office of Records and Registration's website.

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

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

## Academic Probation and Suspension

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

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

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

Appeal of Academic Suspension forms are available on the Office of Records and Registration's website. Students in exceptional circumstances may appeal immediately.

Complete details on UIS' academic probation and suspension policy are available from the Office of Records and Registration.

## Credit Hour Definition

A credit hour is an amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally-established equivalency that reasonably approximates not less than:

1. One hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for approximately fifteen weeks for one semester or trimester hour of credit, or ten to twelve weeks for one quarter hour of credit, or the equivalent amount of work over a different amount of time; or
2. At least an equivalent amount of work as required in paragraph (1) of this definition for other activities as established by an institution, including laboratory work, internships, practica, studio work, and other academic work leading toward to the award of credit hours.

## Deans' List

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

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

## Grade Point Average

The grade point average is determined by multiplying grade point equivalents by the number of semester hours earned in a course, then dividing the total number of grade points earned in all courses completed at UIS by the total number of hours represented by those courses (excluding courses with grades of ACR, AU, CR, DFR, I, NC, NR, R, or W). The grade point average appears on academic transcripts and is truncated to two decimal places (note: grade point averages are not rounded).

### ***UIS grade point equivalents are defined as follows:***

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

## Grades/Grading

Grades are assigned according to the following scale:

A	Excellent
B	Good
C	Fair
D	Marginal, but passing
F	Unsatisfactory or unofficial withdrawal. Courses in which F grades are earned count in determining grade-point average, but cannot be used to meet degree requirements.
ACR	Academic Preparation Credit, represents credit earned in academic preparation courses that cannot be used to meet degree requirements.

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

R	Indicates the course has been repeated. The original grade does not count in determining the grade-point average.
W	Authorized Withdrawal, appears on the transcript for the course(s) from which the student officially withdraws.

## Incomplete Work

Students with extraordinary circumstances that prevent them from completing all requirements for a course on time may request a designation of "I" (Incomplete) from their instructor. The assignment of an incomplete is solely at the instructor's discretion, and requires that the student complete all course requirements within 12 months of the end of the term for which the incomplete was assigned. It is at the discretion of the instructor to determine the length of time allowed to complete the course work, which may be less than 12 months. If all course work must be submitted by a date less than 12 months, the instructor must inform the student of the due date at the time the incomplete is assigned. When an incomplete is assigned, the instructor also submits a "provisional grade" reflecting the grade that the student will receive if the course is not completed at the end of 12 months. Please note that re-registration in the course is not necessary, unless required by the instructor.

## Undergraduate Honors

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

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

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

# Advising, Degree Audits, and Graduation Information

## Advising

UIS is committed to advising students at all phases of their education. The Office of Advising Services located in the Center for Academic Success and Advising (CASA) serves a wide variety of undergraduate students including undeclared majors at any state of degree completion and students in transition between majors or other academic programs. CASA advisors assist students in meeting requirements of the UIS General Education Curriculum



and the Engaged Citizenship Common Experience (ECCE), and work with students in certain majors. The Office of Advising Services contains useful information for undergraduates at all stages of the baccalaureate degree. Freshmen students enrolled in the Honors Program may contact the Capital Scholars Honors Program Office for advising assistance.

Advisors are professional staff who work with individual undergraduate students. They assist students with course scheduling, curriculum planning, and navigating academic policy and procedure. Faculty advisors work with individual students to see that satisfactory progress is made toward the student's program of study as well as toward personal and career goals. Students should contact their program office to request a change in advisor. Unless students are transitioned to an advisor within their college, students should contact CASA for all advising needs. It is recommended that students arrange appointments with their advisors before registering for any given semester. Students with less than 30 earned credit hours and all student athletes must see an advisor prior to registering for classes.

First-year students are assigned an academic advisor prior to summer orientation. Undergraduate transfer students (with 30 or more hours of semester credit) will be formally assigned a college and/or faculty advisor during their first semester at UIS. Master's degree students will be formally assigned a faculty advisor during their first semester at UIS. Doctoral students are assigned an advisor when they are admitted to the doctoral program.

## Degree Audits

UIS students can view their degree audit report through the Degree Audit System. This report is an unofficial audit of degree progress and includes all completed courses, as well as those currently in progress.

The self-generated web audit does NOT take the place of regular academic advising sessions. It should NOT be used to make decisions about future course selections, but should instead be used as a tool for degree planning.

It is the student's responsibility to confirm official degree progress by consulting with an academic advisor in his/her designated degree program. In addition, please note the following:

- Degree audits will list day-old data. Since they are not live reports, changes made to a student's record (e.g., dropping a course) are not immediately reflected.
- Transfer course articulations may be incomplete if a student runs an audit for a degree program that is not his/her currently designated program in our system.

## Graduation

### Catalog Requirements

Students may choose to meet the academic program requirements outlined in the catalog that is in force at the time of their first semester of entry (enrollment) at UIS as a degree candidate or of any catalog in force during a subsequent period, not to exceed seven years for bachelor's candidates, six years for master's candidates, and eight years for doctoral candidates. A catalog year includes the fall, spring, and summer of each academic year. Students who are unable to complete graduation requirements within the specified time may, at the discretion of the academic program, be held responsible for requirements of the catalog in force during their graduation year, or

may be required to re-take the courses. In the event a student elects to graduate under requirements specified in a catalog subsequent to the one under which he or she entered UIS, the student must submit a Student Petition and have it approved by the student's advisor and the department chair.

## Campus Graduation Grade Policy

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

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

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

## Completion of Degree Requirements

All requirements must be completed in order for a student to receive a degree or a certificate. Students should refer to the online catalog for a complete listing of degree/certificate requirements. Degrees/certificates are awarded three times per year, at the end of the spring, summer, and fall semesters. All requirements must be completed by the end of the semester in which the student plans to graduate. Students who do not complete all requirements by the end of the semester for which they initially apply to graduate must wait to receive their degree/certificate until the end of a subsequent semester once all requirements are met.

## Graduation Application

All students who plan to earn a degree or a certificate must indicate their intent to graduate by submitting an online graduation application (whether they plan to participate in commencement or not). It is important to complete this process by the posted deadline. A mandatory, non-refundable graduation application fee will be charged to each student upon submission of the graduation application. Instructions pertaining to the graduation application can be found on the Office of Records and Registration website. Students with questions regarding the graduation application should contact the Office of Records and Registration.

## Obtaining a Second Degree

### Bachelor's Degrees

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

## Master's Degrees

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

## Doctoral Degree

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

## Commencement

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

**Summer** and **fall** graduates are automatically eligible to participate. **Spring** candidates are eligible to participate if their graduation application has been submitted by the posted deadline and if they will complete all degree requirements by the end of the spring semester (unless otherwise instructed by their academic programs). **Summer** candidates are eligible if they have submitted a graduation application and have a Student Petition (approved by their program) on file in the Office of Records and Registration asking to participate in the ceremony by the posted deadline. Generally students cannot have any incomplete courses or more than eight hours (undergraduate) or four hours (graduate) still to be taken during the summer term. Students with questions regarding commencement eligibility should contact the Office of Records and Registration.

## Financial Assistance Information

### Contact Information:

**Web site:** [www.uis.edu/cost-aid](http://www.uis.edu/cost-aid)

**Email:** [finaid@uis.edu](mailto:finaid@uis.edu)

**Phone:** (217) 206-6724

**Office Location:** UHB 1015

The UIS Office of Financial Assistance coordinates federal, state, institutional, and private financial aid programs. Assistance is available in the form of grants, tuition waivers, assistantships, scholarships, loans, part-time employment, and military/veteran benefits.

## Student Application and Eligibility Information

Undergraduate Students must meet the following conditions to be eligible for federal and state of Illinois aid:

- US Citizen with a social security number or Eligible Non-Citizen with a tax identification number
- High School Diploma or the equivalent, except those who transfer in at least 60 credits.
- Degree-seeking students or teacher certification

- Enrolled in at least 3 credit hours each semester, although some programs such as loans require 6 credits
- Maintain satisfactory academic progress
- Owe no refund on a federal grant nor be in default on a federal student loan

Graduate students must meet the following conditions to be eligible for most types of aid:

- US Citizen with a social security number or Eligible Non-Citizen with a tax identification number
- A Bachelor's degree and proof of that degree must be on file with the Office of Admissions
- Admitted as a degree – or certificate – seeking student in a financial aid eligible program. See the section on Conditional/ Provisional Admission for Graduate Programs for detail if not fully admitted
- Enroll part-time (at least 5 credit hours) each semester\*
- Maintain satisfactory academic progress
- Owe no refund on a federal grant nor be in default on a federal student loan

\*Certain Graduate Accelerated Programs may have a different definition of part-time student.

Students are encouraged to apply as early as possible for all forms of assistance and it is recommended that they complete the Free Application for the Federal Student Aid (FAFSA), found on their website as soon as possible after October 1 each year, and list UIS (school code:009333). Deadlines may apply for some programs. Financial aid will only pay for classes required to complete degree requirements in your specified program of study as indicated in the UIS Catalog. Financial assistance funds cannot pay for audited classes.

Please note that most international students do not qualify for financial aid programs administered by the Office of Financial Assistance, with the exception of UIS International student scholarship programs.

Certain undocumented or ineligible students may apply for State of Illinois aid programs through the Alternative Application form located on their website Illinois Assistance Commission.

## Financial Aid Offer

The UIS Office of Financial Assistance will prepare a comprehensive financial aid offer to students who apply, based on eligibility as demonstrated by the FAFSA or the Alternative Application. Students will be notified by e-mail of the availability of the financial aid offer in Student Self Service. Be sure to satisfy all outstanding requirements within the Office of Financial Assistance as noted in the requirement section for financial assistance on the Student Self-Service website. As a result of applying for federal assistance, the student may be selected by the federal processor to provide additional documentation. Students who wish to accept Federal Direct Loans will need to complete the additional requirements.

Dependent students whose parents wish to apply for the Federal Direct PLUS Loan will need to apply individually. Parents must request this loan from the Department of Education website and must undergo a credit check. Please visit the Office of Financial Assistance website and go to the Federal Loan Options section for more information and the link to apply.



If you have significant changes to your family's financial situation after completing the FAFSA, you may request consideration for additional aid. Please visit the UIS Special Circumstances web site for more details and how to apply.

## Federal and State Financial Assistance Programs

*(Federal Pell grant, Federal SEOG, Federal Work-Study, Federal Direct Subsidized and Unsubsidized Loans, Federal Direct PLUS Loans for Parents and Graduate students, TEACH Grant, and Illinois Monetary Award Program Grant)*

To receive assistance from most federal and state programs, students must meet all eligibility requirements set forth in the Higher Education Act as amended. Most financial aid programs have maximum limits. In addition, all degree programs have a maximum number of attempted credit hours to receive financial assistance (refer to the Satisfactory Academic Progress Policy for additional information on maximum time frames). UIS will automatically consider and offer eligible student federal and/or state aid through the electronic aid offer notification on Student Self Service. For more information and details about aid programs, please visit Office of Financial Assistance website.

## Institutional Programs

### Institutional Tuition Waivers, Grants, and Student Employment

Each year the campus provides a limited number of tuition waivers and grants made on the basis of demonstrated financial need. Certain graduate student intern programs provide tuition waivers: see The Office of Graduate Intern Programs web site for more information.

Part-time employment opportunities exist for students continuously enrolled in six or more credit hours.

- Employment opportunities are posted on [CareerConnect](#)
- All current UIS students are automatically registered for UIS CareerConnect
- The student must access their profiles on CareerConnect, and upload a valid resume to begin their job search

## UIS Student Emergency Loan Fund

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

## UIS Institutional Scholarships

There are more than 150 privately supported institutional scholarships and awards available to qualified UIS students. The annual application is available beginning December 1 each year and must be submitted by 5:00 p.m. C.S.T. February 15 each year. Visit the Office of Financial Assistance website to review a current list of available scholarships or to complete the online application.

## Military and Veterans' Benefits

UIS is approved by the State Approving Agency (SAA) for Veteran's Education. Please visit the UIS **Military and Veterans** website for detailed and updated information. The Office of Financial Assistance must certify military veterans for benefits each semester (GI Bill®,

Illinois National Guard, Illinois Veterans Grant, and MIA/POW among other programs). A request for Veterans Programs Benefits Form must be filed with the UIS Office of Financial Assistance each semester the student is requesting benefits to be processed. Additional paperwork may be required depending on the type of benefit. There is typically a delay of several weeks in payment of benefits. It is in the students' best interest to complete the application early. Contact the Office of Financial Assistance to find out more information about the documentation required for specific benefit.

Students receiving military and veteran benefits must notify the office of any changes affecting the amount of disposition of benefits, including changes in academic programs. Students cannot audit courses. Certain state of IL. Military or veterans aid programs may be used concurrently with federal Veterans Affairs (VA) education benefits.

Veterans typically do not receive federal Veteran's Affairs (VA) educational benefits for the grades of W, NR, No Credit (NC), Audit (AU) and Incomplete (I). Non-degree or certificate seeking students are not eligible for VA benefits. Veterans must meet satisfactory academic progress requirements to remain eligible for VA benefits. A student who withdraws or leaves UIS should refer to the withdrawal section of this catalog.

For information concerning the UIS policy on military course credit, please refer to the "Undergraduate Education" section of this catalog.

The University of Illinois Springfield will not take any of the four following actions toward any student using U.S. Department of Veterans Affairs (VA) Post 9/11 GI Bill® (Ch. 33) or Vocational Rehabilitation and Employment (Ch. 31) benefits, while their payment from the United States Department of Veterans Affairs is pending to the educational institution.

- Prevent their enrollment
- Assess a late penalty fee
- Require they secure alternative or additional funding
- Deny their access to any resources (access to classes, libraries, or other institutional facilities) available to other students who have satisfied their tuition and fee bills to the institution

However, to qualify for these provisions, such students may be required to:

- Produce the VA's Certificate of Eligibility by the first day of class,
- Provide written request to be certified
- Provide additional information needed to properly certify the enrollment as described in other institutional policies (see our VA School Certifying Official for all requirements)

NOTE: GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA) More information about education benefits offered by VA is available at the official U.S. Department of VA website.

## Military Tuition Assistance (TA)

If a student withdraws from the term, and their tuition and fees are pro-rated, UIS will return any unearned TA Funds on a prorated basis through at least the 60% portion of the period for which the funds were provided. The funds are returned to the military service branch when the student stops attending courses. Tuition credits are granted based on the date of the official withdrawal. Non-attendance does

not constitute official withdrawal. Credit policies vary according to the duration of the course. The tables below represent the percentage of unearned TA funds that will be returned based off the week in which the student drops, corresponding to our tuition and fee refund policy found on the UIS Withdrawing website.

#### Full Term Courses:

Week 1-2: 90% return

Week 3: 80% return

Week 4-5: 70% return

Week 6-7: 60% return

Week 8: 50% return

Week 9-10: 40% return (60% of the course is completed at 9.6 weeks)

Week 11-16: 0% return

#### Half Term Courses:

Week 1: 90% return

Week 2: 70% return

Week 3: 60% return

Week 4: 50% return

Week 5: 40% return (60% of the course is completed at 4.8 weeks)

Week 6-8: 0% return

Students who drop a course, or courses, but do not completely withdraw, will only have tuition pro-rated through the 10<sup>th</sup> day of the term for full term courses, and 5<sup>th</sup> day for half term classes. Tuition Assistance will be returned accordingly through these dates, identified each semester on a document found under Other Resources on the UIS Registrar Course Schedules & Catalogs website.

## Critical Dates Affecting Financial Assistance

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

October 1 – FAFSA application opens for the following year

December 1 – Institutional Scholarship application available at the Office of Financial Assistance website

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

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

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

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

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

## Consequences of Complete Withdrawal for Aid Recipients

Recipients of the Title IV (federal) financial assistance are considered to earn their aid by attending and/or completing course work each semester. For students who withdraw (i.e. drop all courses or stop attending or participation) from UIS during the semester for which federal financial assistance is received, the Office of Financial Assistance must review and complete a Return of Title IV calculation (as determined by the Department of Education). This process will determine the amount of aid earned by the student, and if a return of any federal student aid is required. The following will be completed during this process.

- The percentage and amount of federal aid earned will be calculated
- The amount of federal aid to be disbursed or returned will be determined
- Unpaid institutional charges will be billed
- The student may owe a repayment if the federal aid disbursed exceeds the percentage of aid the student earned
- Federal guidelines mandate, in the case of a student's withdrawal from a college or university, that a calculation be applied to determine the percentage of aid that a student actually earned. Financial aid disbursed in excess of this calculated percentage must be returned to the appropriate federal aid program (e.g., Federal Direct Loans, Federal Pell Grants, and Federal SEOG). If a financial aid refund has been issued to the student prior to their withdrawal, it is very likely that a balance will result on the students' account. **This balance is the responsibility of the student to repay**

## Financial Aid Adjustments

Enrollment status for the semester is determined at the census date, or the end of the add/drop period, which is established each semester by the Office of Records and Registration. Students' enrollment status at the end of the census day is what is used by the Office of Financial Assistance to determine eligibility for financial aid. Financial aid is offered and early disbursements are made based on certain assumptions, including enrollment status. Financial aid's definition of beginning attendance (includes participation in the case of an online course, for example) is based upon students' enrollment in the course work past the established census date. In addition, students whose enrollment status is determined based on first half and last half enrollment may not be eligible for financial aid until attendance begins in the last half course (example, 3 credits in a first half course and 3 credits in a last half course establishes half-time eligibility for aid). Therefore, if a student's enrollment status changes between the time aid was offered and/or disbursed and the end of the census day, financial aid will be adjusted accordingly. This will often result in a balance owed back to the university on the student account. Tuition and fee adjustments are made based on the published policies each semester.

## Repeating Classes

Federal regulations specify rules for repeat course work. These regulations may impact students' financial aid eligibility for programs such as Pell Grant, SEOG Grant, Direct Loans, and Federal Work-

Study. The regulations prevent the UIS Office of Financial Assistance from paying for a course that a student has passed and repeated more than one time. In order for a repeated course to be counted towards your enrollment status for financial aid purposes, you may only repeat a previously passed course once (a total of two attempts). If you enroll in a previously repeated and passed course for the third time, this course will not count toward your enrollment for financial aid purposes. Please refer to the Office of Financial Assistance website for complete details. Financial aid will not pay for repeat classes for which a grade of incomplete (I) was previously assigned.

All repeated course work will count towards the total number of attempted credit hours when a student's completion rate and maximum time frames are calculated to determine satisfactory academic progress (refer to the Satisfactory Academic Progress Policy for additional information).

## Conditional/Provisional Admissions for Graduate Programs

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

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

Provisionally admitted students are not eligible to receive financial assistance.

## Satisfactory Academic Progress for Undergraduate and Graduate Students

In accordance with the Higher Education Act of 1965, as amended by Congress, the University of Illinois Springfield has established a minimum Standards of Academic Progress (SAP) policy. ALL federal, state and institutional financial aid programs administered by UIS are covered by this policy. Please refer to the UIS Policies website to view the current SAP policy. If you have questions about the SAP policy, please contact Office of Financial Assistance.

## Additional Financial Information

The earliest financial aid can be disbursed to the student account is 10 days prior to the start of the semester. All aid will be credited to the student's account at the university and applied to any outstanding balance. If financial aid disbursed is greater than the student's account balance, the Bursar will issue a refund to the student. Should the student's enrollment status, eligibility or other factors change aid may be adjusted, which may result in a balance due back to the university.

Students must pay their tuition, fees, housing and meal charges by the first due date of each semester as communicated by the University Bursar. Students may also choose to enroll in the optional installment payment plan for a fee each semester. Please visit The University

Bursar website for more information and details on student accounts, refunds, due dates and payment plans.

**The UIS Office of Financial Assistance** primarily communicates with students via university e-mail. Please pay close attention to important notices sent to your UIS e-mail.

# UIS Immunization Requirements 2022-23

## Contact Information

**Website:** <https://www.uis.edu/health-services>

**Email:** [uishealthservice@uis.edu](mailto:uishealthservice@uis.edu)

**Office Phone:** (217) 206-6676

**Office Location:** BSB 20

**Immunization Requirements for Students: FAILURE TO COMPLETE THE FOLLOWING WILL RESULT IN A NON-COMPLIANT STATUS, INCLUDING A HOLD AND NON-REFUNDABLE FEE ON THE STUDENT ACCOUNT.**

**Purpose:** To prevent the induction and spread of vaccine-preventable diseases among students and the surrounding community.

**Policy:** All students taking one credit hour or more, including those on the Peoria campus, born January 1, 1957, or after, are required by Illinois law and the University of Illinois Springfield to provide proof of immunizations.

- **All students must** complete the Health Services "Required Immunization Information" acknowledgment accessible through the UIS Application Status Page checklist or in the Patient Portal under the Forms Tab.
- **Domestic students must** submit the required immunizations by sending us a copy of a signed and dated school immunization record (from your high school, previous University, military record, or child health immunization record).
- **Students who were not born in the US must provide an International Certificate of Vaccination as approved by WHO: World Health Organization.** This document is required as evidence for immunizations administered outside of the United States.
- **Students not born in the US must have a Tuberculosis screening before the deadline.** Health Services will review and determine during the TB Screening if you are at risk of TB. If the risk of TB is present, the student will be required to complete the TB blood test. **A certified English Translation must accompany all medical records.**
- **Immunizations: Students** must provide proof of 2 MMR's: 30 days apart, the first one being on or after the first birthday, and 3 TDs: the second dose **must** be at least 28 days after the first dose, the third dose **must** be at least six months after the second dose. One dose **must** be a Tdap, and the last dose **must** be within the previous 10 years. Tetanus-Diphtheria-Pertussis (Tdap) and Tetanus-Diphtheria (TD) titers are not acceptable proof of immunity; actual proof of these immunizations is required. The Meningococcal conjugate vaccine is required for all students under 22 years old; one dose on or after the 16th birthday.

**Waivers:** Students may request a waiver based on religious grounds by completing the IDPH Certificate of Religious Exemption located on the Illinois Department of Public Health web site, which **MUST** be completed and signed by the students' primary care provider. General philosophical or moral objection to immunization is **not** sufficient for a waiver on religious grounds.

- If a **medical waiver** is requested, documentation of medical reasons, date waiver ends (if applicable), and the physician's signature is required. Immunization requirements and additional information are available on the Health Services website.

**Processes/Procedures/Guidelines:** Students who were not born in the US must schedule an appointment with Health Services for a tuberculosis screening to determine if a TB blood test is necessary unless they provide prior treatment documentation. There is a charge for the blood test if completed in Health Services. TB Skin Tests (PPD) are **NOT** acceptable.

- Any student may submit TB blood test results within the previous 30 days from within the US if preferred over being completed in Health Services
- Any medical record documents submitted must be certified in translation English
- Students who have a positive TB blood test will be asked to return to Health Services within 5 business days and ordered to complete a chest x-ray within 5 business days. Students who have a prior history of TB or receiving treatment for TB should bring copies of all previous treatment/medical records to their screening appointment.

**Immunization and health records should be submitted in one of the following ways:** Upload to Patient Portal or UIS application status page, fax to (217) 206-7779, or mail or hand-deliver to Health Services – BSB 20, One University Plaza, Springfield, IL 62703.

**Exceptions:** Students born before 1957 are exempt from the Measles, Mumps, Rubella (MMR) requirement only. Students taking **ONLINE-ONLY PROGRAM/COURSES (excluding remote)** classes are exempt from submitting all requirements.

**Deadlines:** All requirements must be on file in Health Services in BSB 20 before 5:00 p.m. by August 1 for the fall, December 1 for the spring, and May 1 for the summer semesters **TO AVOID A HOLD AND NON-REFUNDABLE FEE PLACED ON YOUR STUDENT ACCOUNT. Tuberculosis screening must be completed by** the tenth day of class for the fall and spring semesters and the fifth day of class for the summer semester.

**Contact:** For questions regarding this policy, contact Health Services or call (217) 206-6676. See the UIS Immunization Requirements webpage for a detailed version of this policy .



# UIS COVID 19 Vaccination & Testing Requirements 2022-23

## Contact Information

**Website:** [www.uis.edu/health-services](http://www.uis.edu/health-services)

**Email:** [uishealthservice@uis.edu](mailto:uishealthservice@uis.edu)

**Office Phone:** (217) 206-6676

**Office Location:** BSB 20

## **VACCINATION & TESTING Requirements for**

**Students: FAILURE TO COMPLETE THE FOLLOWING WILL RESULT IN A NON-COMPLIANT STATUS, INCLUDING A HOLD AND NON- REFUNDABLE FEE ON THE STUDENT ACCOUNT.**

**COVID-19 Saliva Testing Requirements:** Until deemed unnecessary, **all students** who currently learn, live, work, or train on the UIS campus—including UIC and UI System individuals—**must** participate in **weekly** COVID-19 testing. Students who are learning or working remotely and are not otherwise scheduled to be on campus do not need to participate in weekly testing. However, any student learning or working remotely who needs to **visit the campus for any reason must** report to a testing site any day they come to campus, **at least once per week**. The free saliva-based testing is for **non-symptomatic** individuals who have **not had a known exposure** to COVID-19.

Students may use an outside vendor for COVID-19 testing at their own expense and upload their testing documentation to their Patient Portal. Non-compliance will be addressed with the Dean of Students Office for students. Students who do not comply may be asked to learn remotely off-campus.

**Additional Saliva Testing Information:** More information on testing is available at **UIS United in Safety**.

All students living, learning, working or training on campus beginning with the Fall 2021 term must be fully vaccinated by their move-in date or the start of classes, whichever is earliest. This includes students who already have had COVID-19 and are past the recommended post-illness waiting period to receive the vaccine.

The UIS vaccination requirement does not apply to students who learn entirely online or remotely and have no on-campus obligations. However, any unvaccinated remote student who comes to the UIS campus must follow UIS campus guidelines for unvaccinated individuals.

Any vaccine authorized by the U.S. Food and Drug Administration or World Health Organization will be accepted.

To the extent practical, UIS will work with individual students who are not vaccinated and do not qualify for an exemption to identify a path forward to continue their academic progress off campus. Students are encouraged to work with their academic advisers to map out a plan if they do not intend to comply with the campus vaccine requirement and do not qualify for an exemption.

Due to recent increases in COVID-19 cases and evolving information about the more transmissible Omicron variant, the University of Illinois System is now requiring booster shots as soon as individuals are eligible.

Students who are granted an exemption from taking the COVID-19 vaccination must comply with mitigation measures, which include, but may not be limited to the following:

1. On-campus COVID-19 testing with negative test results at the frequency required by the University (currently three times per week if not vaccinated and two times per if vaccinated but no booster)
2. Wearing face coverings inside university facilities at all times, or when unable to maintain six feet of distance from others when outside
3. Adhering to physical distancing requirements as directed by the university; this includes maintaining six feet of distance from others at all times, both indoors and outdoors
4. Following any internal or external site-specific requirements (including but not limited to on-campus housing, classrooms, intercollegiate athletics, internships, clinical sites, etc.) if participating in a university-sponsored activity

Students who are eligible but not in compliance with the booster requirement and have permission to be on campus as part of an extension or exemption must follow testing, quarantine and mitigations issued by CRRT.

**Contact:** For questions regarding this policy, contact Health Services or call (217) 206-6676. See the UIS Immunization Requirements webpage for a detailed version of this policy .



# Registration Information

## Registration Procedures for All Students

Students should register through Student Self-Service (available via the Office of Records and Registration's website). Though all students are encouraged to use Student Self-Service, assistance with the registration process is available by contacting the Office of Records and Registration. The dates and times of registration are posted each semester on the Office of Records and Registration's website (note: students cannot add courses themselves during the late registration period; it is the student's responsibility to contact the Office of Records and Registration to add courses during late registration, realizing that instructor approval is required for all courses and late fees apply). This site also contains information regarding current courses and up-to-date information about registration procedures, tuition and fees, and relevant deadlines.

## Absence of Registered Student Due to Religious Beliefs

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

## Emergency Information for Registered Students

In the event of an unavoidable emergency, students should go to the Emergencies page on the UIS website to view important emergency information for the campus.

## Grading Option Changes

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

## Audit

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

It is the student's responsibility to contact the Office of Records and Registration to change one or more courses to audit grading. Full-time students must include audit courses as part of the maximum load requirement. The instructor may determine that the audited course should not be placed on a student's transcript if he or she does not attend class regularly. When enrollment in a course is limited, students enrolling for credit are admitted before audits are allowed.

## Credit/No Credit

Students wishing to select the credit/no credit grading option (when available for a particular course) must officially register their intent by selecting that option via the online registration system before the course is three-fourths completed. No changes are accepted after the designated date. Limits on the number of hours earned under the credit/no credit option may be established by individual programs. Credit is awarded under this option to undergraduate work that represents a grade of C or better (grades of C- will not be accepted) or to graduate work that represents a grade of B or better (grades of B- will not be accepted). For lesser work, a grade of NC is recorded on the transcript. Courses taken for credit/no credit are **not** included in calculating the cumulative grade point average.

## International Student Enrollment/Registration

Recently admitted students may register for classes before actually coming to UIS, provided they first submit all necessary documentation. Additional information regarding international student registration can be found on the International Student Services website. Please note that students are academically and financially responsible for any courses for which they register, even if their plans change and they do not attend UIS. All registration changes, including withdrawals, must be officially made using Student Self-Service (available via the Office of Records and Registration's website). Due to federal reporting regulations, international students **must** be enrolled full-time by the fifth day of the summer semester and by the tenth day for fall and spring semesters.

## Prerequisites

Prerequisites, if any, are included in each course description and/or in the "Course Prerequisites" section for each program (if applicable). Students are responsible for completing all prerequisites. For some courses, the student registration system will prevent students from registering if prerequisites have not been completed. Regardless of whether or not the registration system prevents a student from enrolling in a course, the University will not be responsible for a student's failure to adhere to those prerequisites. Students who have not completed all prerequisites may be administratively withdrawn.

## Registration Course Information Special Approval Courses

Some courses may have the notation "Instructor Approval Required" or "Departmental Approval Required" beneath the course title. In order to register for these courses, the student must contact the program office or the course instructor to obtain the appropriate permission. The approval must be entered electronically before the student will be allowed to register. Students **MUST OFFICIALLY REGISTER** for these types of courses. Students are **NOT** automatically registered for a course when the electronic permission is entered.

## Wait-listed Courses

Selected courses may have a computerized wait list. When enrollment for a wait-listed course reaches the maximum capacity, students may add their names to the wait list using Student Self-Service. Students will be notified by the department of the specific deadline to register if space becomes available and electronic approval has been granted. Decisions for approval are generally made before the beginning of the course. Students should use Student Self-Service to remove their names from wait-listed courses in which they no longer wish to enroll.

## Registration Holds/Enrollment Restrictions

Students who have holds are responsible for clearing them prior to registration. Examples of holds include parking, library, financial, short-term loan, health, admissions, and program restrictions. In addition, students must abide by the various enrollment restrictions listed below:

### Overloads

Students registering for more than eight semester hours for summer or 18 semester hours for fall or spring must have approval of their academic programs.

### Probation/Suspension

Students on academic probation must meet with their academic advisor each semester they are on probation. Students on probation are restricted to no more than six semester hours for summer and 12 semester hours for fall or spring. Students who have been academically suspended from UIS must complete an Appeal of Academic Suspension form to be reinstated. It is the responsibility of the student to file the appeal, which must be approved by the student's advisor, program chair, and academic dean. If approved, the conditions of probation apply.

### Registration Priority

Registration priority is generally limited to currently enrolled students. Registration will be determined according to the schedule listed on the calendar associated with the upcoming semester (summer, fall, or spring). Hours are based on courses completed PRIOR to the current semester. Students who do not register on their designated dates may register AFTER designated dates. New students and continuing students not enrolled for the current semester will be allowed to register following the priority registration period.

### Repeating Courses

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

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

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

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

## Student Classification

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

Freshmen	Less than 30 hours of credit
Sophomores	30 to 59.99 hours of credit
Juniors	60 to 89.99 hours of credit
Seniors	90 or more hours of credit

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

## Student Schedules

Students are encouraged to access Student Self-Service to view or print their class schedule and make necessary changes before the beginning of the appropriate term. Printed schedules will NOT be mailed to students. A student schedule is not a bill.

## Tutorials

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

## Unique Registration Program

### Concurrent Enrollment/Registration

Students who plan to enroll for courses on more than one University of Illinois campus must obtain information and forms regarding concurrent enrollment by contacting the Office of Records and Registration.

### Intercampus Enrollment/Registration

The Intercampus Enrollment program is intended to give students at one campus of the University of Illinois the opportunity to take advantage of educational opportunities unique to another campus of the University without having to formally transfer. It is not designed to replace concurrent enrollment or transfer. The program also provides for summer enrollment at another U of I campus should financial

aid be required. Students should contact the Office of Records and Registration for additional information and enrollment forms.

## Undergraduate/Graduate Concurrent Enrollment

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

Students seeking financial aid funding should contact the UIS Office of Financial Assistance to discuss their situation as limitations exist on awarding financial aid.

## Undergraduate Enrollment in Graduate Courses

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

## University Sanctioned Events Policy

This policy provides guidelines for students and faculty of the University of Illinois Springfield to address absence(s) due to participation in university sanctioned events. The complete policy can be found on the Policies & Resources website.

## Withdrawals

### Administrative Withdrawals

Students are responsible for knowing and adhering to the policies, deadlines, and procedures related to withdrawals (see "Student Withdrawals" below). On rare occasions, a student can be administratively withdrawn. Students who do not fulfill all course prerequisites or who fail to provide all necessary immunization documents may be administratively withdrawn. In addition, the Dean of Students (or designee), consistent with the processes and procedures outlined in the UIS Student Conduct Code, may initiate an administrative withdrawal for students who have been disciplinarily suspended or expelled from UIS.

### Student Withdrawals

Students may terminate registration in a course by officially withdrawing by the deadlines posted each semester. All withdrawals from courses must be made officially according to procedures outlined on the Office of Records and Registration's website. Non-attendance or non-payment does **not** constitute an official withdrawal. Students are financially responsible for all courses not officially dropped according to the policy and deadlines indicated. Specific deadlines will be published each term on the Office of Records and Registration's website. No withdrawals will be processed after the published

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

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

## Records and Important Information

### Course Numbering System

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

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

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

**The following terminology is associated with UIS course numbers.** Courses numbered 000 to 099 are considered academic preparation courses and cannot be used to meet degree requirements.



Courses numbered 100 to 299 are considered lower-division undergraduate courses. Courses numbered 300 to 399 are considered upper-division undergraduate courses. Courses numbered 400 to 499 are considered upper-division undergraduate courses or graduate courses, depending on the level of the student at the time the course is taken. Courses numbered 500 to 699 are considered graduate courses (though they can be considered as upper-division undergraduate or graduate courses, depending on the level of the student at the time of enrollment).

## Final Exam Schedule

Final exams at UIS are scheduled during the last week of the semester in the fall and spring. Specific information pertaining to the final exam schedule can be found on the Office of Records and Registration's website. Please note that if a specific class day/time is not included in the list, students should ask their course instructor for the day/time and place of the exam.

## Grading and Grade Changes

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

## Insurance/Waiver

All students at UIS enrolled in at least one on-campus or blended course must carry medical/hospital insurance coverage during the fall, spring, and summer semesters. Students enrolled in any non-online class will be automatically assessed the UIS student insurance fee. Complete withdrawals made within the first 30 days of classes without the student having used the insurance, or students ordered to active military duty, are eligible for a pro-rated refund of the insurance assessment. Students with equivalent coverage outside of the University's plan may file an online waiver to exempt out, via the link provided on the Student Insurance website. This process must be completed annually. Exemption waivers must be submitted no later than the posted deadline for the applicable semester. Exceptions may include late registering students who may be allowed additional time to submit a waiver. Please note that students enrolled in only online course work for a given semester are ineligible to participate in the Student Insurance Program. Questions should be directed to the Office of Human Resources.

## Network ID (NetID) and Email Information

Every enrolled student at UIS is assigned a Network ID (Net ID) and email address. The NetID is used to access information technology resources such as online courses, online library databases and journals, and email. Emails from faculty, the Registrar, and important campus-wide announcements are sent to students via their official (University-assigned) email address. **Students are required to check their official email throughout the semester.** For questions about NetIDs and student email accounts, contact the UIS Technology Support Center at 217/206-6000 or toll free within Illinois at 877/847-0443.

## Parking

All full - and part-time registered day and night students, as well as faculty and staff, must purchase and display a parking hang tag for the vehicle they park on campus. Parking hang tags are mandatory. Additional information can be found on the Parking Operations website.

## Records Policy for Students

In accordance with the Family Educational Rights and Privacy Act of 1974, students have the right to inspect and review their official UIS records, to request corrections, and to limit access to such records. Students have the right to withhold the disclosure of all directory information. For additional information, please see the Student Record Policy on the Office of Records and Registration's website.

## Sex Discrimination, Sexual Harassment and Other Sexual Misconduct

The University of Illinois System Statement on Sex Discrimination, Sexual Harassment and Other Sexual Misconduct reiterates that the University of Illinois prohibits and will not tolerate sex discrimination, sexual harassment and other sexual misconduct in its education programs and activities. Should you have any questions regarding the Statement or any related system or university policies and procedures, please contact the UIS Title IX Coordinator at the number or email address included in the Statement.

## Transcripts

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

# Degrees Offered

Degree/Program	Bachelor's	Master's	Doctoral	Certificate	Minor	Online	Other
Accountancy	*	*			*		
African-American Studies					*		
Alcohol and Substance Abuse				*			
Anthropology					*		
Applied Finance				*		*	
Art History					*		
Art Therapy					*		
Astronomy/Physics							*
Athletic Training		*					
Biochemistry	*						
Biology	*				*		
Pre-Medical	*						
Science of the Environment	*						
Business Administration	*	*			*	*	
Comprehensive	*					*	
Economics	*					*	
Finance	*						
Human Resource Management	*					*	
Management	*					*	
Marketing	*						
Sport Management	*						
Business Analytics				*	*	*	
Business Process Management				*		*	
Chemistry	*				*		
Pre-Medical	*						
Science of the Environment	*						
Chief School Business Official				*		*	*
Child Advocacy Studies					*		
Communication	*	*			*	*	
Community Health Education				*		*	
Community Planning				*		*	
Computer Application							*
Computer Science	*	*			*	*	*
Criminology and Criminal Justice	*				*		
Cybersecurity Administration				*		*	
Cybersecurity Management		*		*		*	
Data Analytics		*		*		*	
Economics					*		
Education		*				*	
Educational Leadership		*					
Educational Technology				*		*	*
Emergency Preparedness and Homeland Security				*		*	
English	*				*	*	
English as a Second Language				*		*	*
English, Teaching				*			
Entrepreneurship				*			
Environmental Health		*		*		*	



Degree/Program	Bachelor's	Master's	Doctoral	Certificate	Minor	Online	Other
Environmental Risk Assessment				*		*	
Environmental Sciences		*				*	
General		*				*	
Environmental Planning and Management		*				*	
Sustainable Development and Policy		*				*	
Environmental Studies	*				*		
Epidemiology				*		*	
Exercise Science	*						
Finance		*			*		
Geographic Information Systems				*	*	*	
Global Studies	*				*		
Globalization	*						
Politics and Diplomacy	*						
Self-Designed Regional or Topical	*						
Healthcare Analytics #				*		*	
Healthcare Informatics		*				*	
Healthcare Management				*		*	
Higher Education Online Pedagogy				*		*	
History	*	*			*	*	
American History		*					
European and World History		*					
Public History		*					
Human Development Counseling		*					
Clinical Mental Health Counseling		*					
Marriage, Couple, and Family Counseling		*					
School Counseling		*					
Human Resource Management		*		*	*	*	
Human Services		*					
Alcohol and Substance Abuse		*					
Child and Family Studies		*				*	
Gerontology #		*		*		*	
Nursing Home Administration #		*		*		*	
Social Services Administration		*				*	
Human Services Fundraising				*		*	
Human Services/Public Health Joint Degree		*					
Information Assurance				*		*	
Information Systems Security	*					*	
IT Project Management				*		*	
Leadership and Learning				*		*	
Learning Behavior Specialist I						*	*
Legal Aspects of Education				*		*	
Legal Studies	*	*			*	*	
Liberal and Integrative Studies		*				*	
Liberal Studies	*					*	
Liberty Studies					*		
Management					*		
Management Information Systems	*	*			*	*	
Applied Business Analytics	*					*	
Health Care Informatics	*					*	

Degree/Program	Bachelor's	Master's	Doctoral	Certificate	Minor	Online	Other
Management of Nonprofit Organizations				*		*	
Marketing					*		
Mathematical Sciences	*				*	*	
Medical Laboratory Science	*						
Pre-Medical	*						
Medical Laboratory Technician (MLT) - Medical Laboratory Science (MLS) Articulation							*
Music					*		
Operations and Supply Chain Management				*		*	
Philosophy	*				*	*	
Political Science	*	*			*	*	
Practical Politics				*			
Pre-Education							*
Pre-Medical					*		
Pre-Nursing/Nursing							*
Principal							*
Psychology	*				*		
Clinical/Counseling	*						
Developmental	*						
Educational	*						
Experimental	*						
Individualized	*					*	
Public Administration #		*	*			*	
Public and Nonprofit Administration	*					*	
Child Advocacy Studies Concentration	*					*	
Environment and Society Concentration	*					*	
Global Public Health Concentration	*					*	
Public Administration/Public Health Joint Degree		*				*	
Public Affairs Reporting		*					
Public Health		*			*	*	
General		*				*	
Professional		*				*	
Public Health/Human Services Joint Degree		*					
Public Health/Public Administration Joint Degree		*				*	
Public Policy	*	*				*	
Child Advocacy and Policy		*				*	
Education Policy		*				*	
Health Policy		*				*	
Policy Analysis		*				*	
Social Policy		*				*	
Public Procurement Management				*		*	
Public Sector Labor Relations				*			
Public Utility Management and Regulation				*		*	
Social Responsibility and Leadership Development					*		

Degree/Program	Bachelor's	Master's	Doctoral	Certificate	Minor	Online	Other
Social Work	*						
Sociology					*		
Sociology/Anthropology	*						
Spanish					*		
Sport Management					*		
Superintendent							*
Systems Security				*		*	
Teacher Education							
Elementary Education	*						
Middle Grades Education	*					*	
Secondary English Education	*					*	
Secondary History Education	*					*	
Secondary Mathematics Education	*					*	
Teacher Education, Post-Baccalaureate Elementary Teacher Licensure							*
Teacher Education, Post-Baccalaureate Middle Grades Teacher Licensure							*
Teacher Education, Post-Baccalaureate Secondary Teacher Licensure							*
Theatre	*				*		
Visual Arts	*				*		
Women and Gender Studies				*	*		

# Indicates 2022-2023 catalog addendum offering (Offerings approved after the initial publishing of the 2022-2023 catalog; February 1, 2022- August 1, 2022).

# Undergraduate Students

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## Undergraduate Programs

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

## Multiple Majors

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

## Other Academic Opportunities:

### Internships and Prior Learning

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

## Modern Languages

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

## Nursing

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

## Thematic Activities

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

## University Courses

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

## Academic Information for Undergraduate Students

A student with a bachelor's degree from UIS should be able to comprehend written and oral communications, from simple narrative to scholarly research, to literature, to journalistic writing, and should

be able to use and apply abstractions, principles, ideas, or theories to concrete situations. Content, as well as form, is important to a baccalaureate education. The student should have broad familiarity with the social sciences, humanities, sciences, mathematics, and oral and written communication elements that provide a strong liberal-arts foundation. Through the Engaged Citizenship Common Experience, which is a distinctive feature of a UIS education, students will also have the opportunity to make a difference in the world, by recognizing and practicing social responsibility and ethical decision-making, respecting diversity and inclusion, valuing engagement, and distinguishing the possibilities and limitations of social change in an interdisciplinary set of courses. The University of Illinois Springfield encourages an enhanced understanding of civic engagement in the broadest sense.

## Goals and Learning Outcomes for Baccalaureate Education

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

## Discovery of Knowledge

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

### Competencies include:

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

## Integration of Knowledge

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

### Competencies include:

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

## Application of Knowledge

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

### Competencies include:

- Exhibiting a knowledge of and ability to use contemporary technologies

- Identifying, interpreting, and analyzing quantitatively presented material and solve mathematical problems
- Constructing intellectual projects independently and work effectively in collaboration with others

## Communication of Knowledge

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

### Competencies include:

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

## Engaged Citizenship

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

### Competencies include:

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

# General Requirements for a Bachelor's Degree

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

- Earn a minimum of 120 semester hours, including at least 48 hours earned at the upper-division level
- Earn a minimum of 30 semester hours of credit in residence at UIS
- Satisfy general education requirements through completion of the UIS General Education Curriculum (see below), the Capital Scholars Honors Program curriculum, completion of the Illinois Articulation Initiative General Education Core Curriculum requirements, or completion of an Associate of Arts, Associate

of Arts and Science, or Associate of Arts in Teaching degree. Students having earned an Associate of Science degree are not considered to have automatically met all UIS general education requirements; however, students who have earned an Associate of Science degree and believe they have met the requirements may request an academic review by submitting a Student Petition.

- Earn at least 10 semester hours in the Engaged Citizenship Common Experience (see below)
- Complete course work with a UIS institutional grade point average of at least 2.0 as well as a cumulative grade point average (including both institutional and transfer credit) of at least 2.0
- Fulfill all requirements in a major
- Complete and file a graduation application and pay the mandatory, non-refundable graduation application fee

## Minimum Academic Components & Credit Hours Required

**General Education** These requirements include course work 37-40 in written and oral communication, mathematics, science, humanities, and behavioral and social sciences.

**Major Program Requirements** The number of required 29-61 hours in this category depends on the specific major selected. For example, the B.A. in Political Science requires 32 credit hours in the discipline, whereas the B.S. in Clinical Laboratory Sciences requires 59 credit hours in the discipline. Most degrees at UIS require between 32 and 36 credit hours of program-specific core and elective course work — see individual program information for specific majors.

**Engaged Citizenship Common Experience** Categories 10 for this set of core courses include U.S. Communities, Global Awareness, Engagement Experience, and Speaker Series. Students must complete nine hours from two of the following categories: U.S. Communities, Global Awareness, or Engagement Experience. Students must complete at least three hours in two of the three categories. The remaining one hour is completed with enrollment in the Speaker Series category.

**General Electives** These are courses taken to fulfill 4-36 prerequisites for a major, requirements for a minor, or for student interest.

**Minimum Total Number of Credit Hours Required** 120

## Time Limitation

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

# Undergraduate Academic Policies

## Academic Policy on Undergraduate Majors

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



Majors may focus on a single discipline or provide an interdisciplinary approach to a field of study. Majors are usually offered by academic departments within a college, but interdisciplinary majors may be co-sponsored by two or more departments, even if those departments are in different colleges.

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

## Academic Policy on Undergraduate Minors

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

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

## Academic Policy on Undergraduate Concentrations

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

## Accelerated Joint Bachelor's/Master's Degree Policy

An accelerated joint degree allows students to earn two degrees while completing fewer total hours than if they pursued the two degrees separately. Graduate level hours may be counted as hours toward the bachelor's degree while then being used to fulfill graduate requirements in a related master's degree by allowing for a reduction in the number of required master's hours.

Accelerated joint degrees must be agreed to by the degree programs involved and must be approved through the appropriate governance. Students must be separately admitted to each program. Students must meet all prerequisite requirements of each program, unless master's prerequisites are waived as part of the accelerated joint degree agreement. A maximum of twelve (12) hours of 400- or 500-level coursework may be counted toward both the bachelor's degree and the master's degree, with the applicable number of hours being reduced from the total required for the master's degree.

Students must earn a minimum total of 120 credit hours and complete all degree requirements for the bachelor's degree. The total number of hours required for the master's degree (less the 12 "joint" hours referenced above) must also be earned. Prior to earning the master's degree, students will submit to the Registrar a Student Petition outlining which courses and/or hours are being waived through the accelerated joint degree agreement. The programs must plan for

assessment of program-level student learning outcomes that measures equivalency of outcomes for students regardless of whether they entered the program as accelerated degree students or traditional graduate entry students.

## Undergraduate Admission

Undergraduate admission to the University of Illinois Springfield includes applicants to any bachelor's degree program. In addition, the campus offers alternative admission, a Senior Learner Program, and special admission for students not seeking a degree. Each of these admission options are discussed in detail below, along with other important admission requirements.

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

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

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

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

A transfer applicant is a student who has

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

A non-degree applicant is a student who

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

Application forms can be submitted online at Office of Admissions.

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

## Freshmen Admission

The University of Illinois Springfield seeks to enroll an academically well-qualified, diverse freshman class in which students have pursued rigorous college preparatory curricula while in high school and demonstrated leadership potential in their academic and nonacademic pursuits. The most qualified applicants will be admitted to UIS as space permits. Priority consideration for admission will be given to students whose applications are completed and postmarked by the priority application date (March 15 prior to the fall semester in which the student wishes to enroll). Admissions decisions are made within two weeks typically on a rolling basis. Students receive official notifications via postal service.

## Capital Scholars Honors Program

The Capital Scholars Honors Program is a selective program that is open to high school graduates who have demonstrated high academic achievement and a potential for creativity and leadership. For more information, please refer to the Undergraduate Education section of this catalog.

Applications will be evaluated on the following criteria:

## College preparatory curricula and academic course work

Students should pursue challenging college preparatory curricula. Grade trends and the rigor of courses completed throughout high school will be considered. Recommended academic course work includes the following:

- Four years of academic English with emphasis on written and oral communication and literature
- Three years of social studies with emphasis on history and government (additional acceptable courses include anthropology, economics, geography, philosophy, political science, psychology, and sociology)
- Three years of college preparatory mathematics, selected from algebra, geometry, advanced algebra, pre-calculus, trigonometry, and calculus
- Three years of laboratory science, selected from biology, chemistry, geology, physical science, astronomy, and physics
- Two years of one foreign language or two years of fine arts, selected from art, music, dance, and theater

## Standardized test scores, grade point average (GPA), and class rank

The following credentials will be considered:

- Cumulative Grade Point Average (GPA)
- ACT or SAT scores - Note: ACT/SAT scores are not required for admission for this academic year. UIS will consider ACT or SAT test scores that are posted on an official high school transcript (enclosed with the student's application) or sent directly to UIS from the testing agency. Prior to the start of the semester, student must have official scores sent from the testing center. To have official scores reported to UIS from ACT, use UIS' ACT institution code of 1137; for SAT, the code is 0834.
- Class rank (if applicable)

## Transcripts

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

## Personal Statement

Applicants may be asked to provide written evidence of their ability to perform at the college level by submitting a personal and academic

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

## Undergraduate Freshman Transfer Admission

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

## Undergraduate Transfer Admission

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

Those who have earned an Associate of Arts, an Associate of Arts and Science, or an Associate of Arts in Teaching degree from a regionally accredited Illinois community college will be admitted to UIS as a junior with general education requirements met. Students having earned an Associate of Science degree may also be admitted to UIS as a junior but are not considered to have automatically met all UIS general education requirements; however, students who have earned an Associate of Science degree and believe they have met the requirements may request an academic review by submitting a Student Petition. Students are encouraged to review our Illinois community college transfer guides to ensure they are fulfilling academic program requirements including prerequisite course work.

Students can transfer in up to 72 hours of lower-division credit and up to 30 hours of upper-division credit, but the combination of all transfer credit cannot exceed 90 hours. Students must meet the university residency requirement of completing at least 30 semester hours at UIS as well as all program and campus degree requirements to graduate.

## Evaluation of Transfer Course Work for Undergraduate Admission and Transfer Credit

1. Transfer work is evaluated for admission purposes and then considered for credit. The University evaluates transfer work completed at institutions accredited by a regional or national accrediting organization recognized by the Council for Higher Education Accreditation (CHEA), including institutions under candidacy status. Foreign institutions must be recognized by

the Ministry of Education in the home country or an equivalent government authority.

2. To be eligible for admission and credit, transfer work must be similar in nature, level, and content to courses in the undergraduate curriculum and/or applicable to an undergraduate academic program. Other transfer work that is deemed nontransferable (such as continuing education courses, graduate-level courses, and courses that are remedial, technical, vocational, or doctrinal in nature as determined by the campus) are not used for admission decisions regardless of the institution's accreditation.
3. Credit for transfer courses is either applied as direct equivalents with University courses or applied to a degree in a manner determined by the department and college. Determining how transfer credit is applied varies by campus depending on the process established to implement University policy.
4. The precise amount of transfer credit awarded and that is applicable toward a particular degree is determined by or in consultation with the University college and department concerned.

"Transfer work" and "transfer courses" are used interchangeably in this policy. Regardless of the term, this policy applies to transfer not in the form of courses, such as credit for military service and credit through testing and experiential learning. Transfer work not in the form of courses is evaluated for transfer per the terms of this policy.

## Lower-division Courses Used for Degree Credit

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

## Community College Articulation and Transfer

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

Students in most programs at UIS can earn a baccalaureate degree in two years beyond the Associate of Arts, Associate of Science, Associate of Arts and Science, and Associate of Arts in Teaching degree with no loss of credit earned. Students having earned an Associate of Science degree are not considered to have automatically met all UIS general education requirements; however, students who believe they have met the requirements (e.g., through the Illinois Articulation Core Curriculum) may request an academic review by submitting a Student Petition. About one-third of UIS' bachelor's degree programs have no specific course requirements for entry. The remaining degree programs, however, do have certain prerequisites in

place. Transfer guides for all Illinois community colleges are available on the Office of Admissions website to help students plan their courses of study. Students from out-of-state institutions should consult with their academic advisor regarding course applicability toward degree requirements.

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

## Reverse Transfer of Credit for Associate's Degree

Students who transfer to UIS who have earned at least 15 hours of transferable academic credit at an Illinois community college and completed a cumulative total of at least 60 credit hours of transferable credit at UIS and previously attended post secondary institutions may request a reverse transfer of credit from UIS to the community college previously attended for potential awarding of an associate's degree from the community college. Information will be sent from the Office of Records and Registration on an annual basis to those who are potentially eligible to participate. Interested students will be given the opportunity to opt-in by completing an authorization form releasing a transcript to the selected, previously attended, community college. UIS will then send a copy of the student's transcript to the specified community college for review. The community college will contact the student regarding the potential awarding of an associate's degree. Any questions related to reverse transfer of credit should be directed to the Office of Records and Registration.

## Joint Admission Program and Partnership Agreements

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

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

## Alternative Admission

Alternative admission at the junior level is available for students who have a minimum of 12-15 years of life/work learning experience (beyond high school) that may be considered in lieu of traditional classroom learning acquired during the first and second years of college. The admissions committee provides individual assessments of an applicant's eligibility based on a written narrative, three letters of recommendation, and demonstration of competency in the areas of general education equal to the lower-division general education



requirements for a bachelor's degree at UIS. These competencies may be demonstrated by taking required courses or by taking the College Level Examination Program (CLEP) tests covering the competency areas needed. Official transcripts from all colleges or universities where credit was attempted or earned are required. Contact the Office of Admissions for additional information.

## Admission for International Students Seeking Bachelor's Degrees

International students must meet all requirements for undergraduate admission. Additionally, international students will need to submit an official English proficiency score such as the TOEFL, as well as financial documentation for the issuance of an I-20. Potential international students seeking admission to the University of Illinois Springfield are encouraged to apply as early as possible. Please visit the UIS English Proficiency Requirements website for further information.

## Non-Degree Admission

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

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

## Online Student Admission

Students who choose to pursue their studies online should contact their intended academic program for information concerning admission requirements. Online degree information is available on the UIS website.

## Senior Learner Admission

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

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

*For degree credit*, the Illinois Senior Citizen Courses Act (110 ILCS 990) permits Illinois senior citizens, over the age of 65, to enroll in

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

## College of Business and Management

### Contact Information

**Website:** [www.uis.edu/cbm/](http://www.uis.edu/cbm/)

**Email:** [cbm@uis.edu](mailto:cbm@uis.edu)

**Phone:** (217) 206-6533

**Office Location:** UHB 4000

**UIS Peoria:** (309) 694-8900

Somnath Bhattacharya, Dean

### College Vision

The vision of the College of Business and Management is to be a preferred destination for transformative, innovative and experiential business education.

### College Mission

Our mission is to prepare students for successful business-related careers in organizations by fostering intellectual and personal growth, developing specific skill sets relevant to the global business community. We place emphasis on innovative programs, experiential and online learning, delivered with a focus on individual learning outcomes, applied research and active engagement with external stakeholders.

### College Values

Our values guide our actions, decisions, curriculum offerings, and conduct of all members of the College of Business and Management.

- *Student-focused:* We value excellence in teaching and learning and make an impact on students with attentive advising, innovative curriculum, and market orientation
- *Experientially engaged:* We value experiential learning through productive collaborations with the business community
- *Collaboratively inclined:* We strive to establish collaborative arrangements with industry, academic, and public institutions
- *Respectful in actions:* We are respectful by being aware of the impact of our actions and we recognize the value in the diversity of people and perspectives
- *Ethically oriented:* Our conduct reflects the highest ethical and professional standards and our curriculum emphasizes the importance of ethics and social responsibility in business

### Accreditation

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

## Accountancy

### Contact Information:

**Website:** [www.uis.edu/aef](http://www.uis.edu/aef)

**Email:** [aef@uis.edu](mailto:aef@uis.edu)

**Phone:** (217) 206-6541

**Office Location:** UHB 4054

- Bachelor of Arts
- Minor

### Departmental Goals and Objectives

The Bachelor's in Accountancy degree prepares students for challenging careers and positions of leadership in the private, nonprofit, and public sectors. In addition to the College of Business objectives (listed below), specific objectives of the B.A. in Accounting are to:

1. Create a professionally-oriented learning environment which fosters development of personal, professional and social responsibility, disciplinary competencies, and professional ethics.
2. Emphasize conceptual knowledge and the development of problem-solving and data analytic skills.
3. Serve as an information resource and a networking hub for students, alumni, employers, and professional organization.

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

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

### The Bachelor's Degree

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



## Advising

New students must contact the department for initial advising to plan a program of study that satisfies degree requirements and reflects their interests. Students are also required to access the Degree Audit System throughout their college career to verify that degree requirements are being met.

The College of Business and Management and the University of Illinois Springfield have a team of advisors ready to assist students in achieving their academic and career preparation goals. Advising services are customized based on the level and location of the student. Refer to the Undergraduate Academic Advising - College of Business and Management for resources to help you succeed in achieving your academic goals. CBM strictly enforces prerequisites.

## Grading Policy

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

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

## Requirements

### Foundation Requirements <sup>1</sup>

ACC 211 & ACC 212	Introduction to Financial Accounting and Introduction to Managerial Accounting	6
ECO 213 or MAT 121	Statistics for Business and Economics Applied Statistics	3
ECO 201 & ECO 202	Introduction to Microeconomics and Introduction to Macroeconomics	6
Or		
ECO 315	Economics for Administration <sup>2</sup>	4
<b>Total Hours</b>		<b>19</b>

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

<sup>2</sup> Junior or senior standing required to enroll in ECO 315.

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

### College Core <sup>1</sup>

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

ACC 335	Accounting Information Systems <sup>2</sup>	3
BUS 312	Principles of Marketing	3
BUS 322	Principles of Operations Management	3
BUS 331	ECCE: Business, Ethics, and Society	3
FIN 302	Principles of Financial Management	3

MGT 310	Managing Organizational Behavior	3
MGT 330	Business and Managerial Communication	3
MGT 488	Strategic Management: The Capstone <sup>3</sup>	3
MIS 376	Business Analytics	3
<b>Total Hours</b>		<b>27</b>

<sup>1</sup> A minimum grade of C- is required in all College Core courses **EXCEPT** MGT 488 and ACC 335. A minimum grade of C (2.0) is required in MGT 488 and ACC 335 (a grade of C- or lower will not be accepted).

<sup>2</sup> Accountancy majors must take this course to fulfill the MIS 352 Principles of Management Information Systems requirement for the college core.

<sup>3</sup> Prerequisites: All college core courses, and within 12 hours of graduation or during the student's last semester.

## Major Requirements

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

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

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

### Required Courses

ACC 321	Intermediate Financial Accounting I	3
ACC 322	Intermediate Financial Accounting II	3
ACC 324	Intermediate Financial Accounting III	3
ACC 433	Intermediate Managerial Accounting	3
ACC 443	Federal Income Taxation	3
ACC 464	Auditing Concepts and Responsibilities	3
ACC Elective <sup>1</sup>		3
<b>Total Hours</b>		<b>21</b>

<sup>1</sup> Any 400-level ACC course. Students may request to use a 300-level ACC course through a Student Petition. ACC 311, College Core and ECCE courses may not be used to fulfill this requirement.

**Other graduation requirements include:**

Engaged Citizenship Common Experience (ECCE) <sup>1</sup>	10
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<sup>1</sup> The Accountancy degree requires a minimum of three hours of internship course work consisting of an individualized field experience (IPL 300) or an individual project (IPL 301). Students are encouraged to complete six hours of internship. Internship hours will be used to fulfill the Engagement Experience ECCE category. Students must complete course work in at least one of the other ECCE categories including U.S. Communities and Global Awareness. The one hour UNI 301 Speaker Series course fulfills the last hour of the ECCE requirement (10 Total ECCE hours required).

- Only in exceptional cases, using a Student Petition, with appropriate College of Business and Management approvals, students may request to waive the three-hour internship requirement and substitute an alternative ECCE course.
- Credit for Prior Learning (IPL 305) may not be used by College of Business and Management students to fulfill degree requirements.

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

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

#### Required Courses

FIN 302	Principles of Financial Management	3
BUS 312	Principles of Marketing	3
BUS 322	Principles of Operations Management	3
BUS 331	ECCE: Business, Ethics, and Society	3
MGT 310	Managing Organizational Behavior	3
ACC 335	Accounting Information Systems	3
MGT 330	Business and Managerial Communication	3
MIS 376	Business Analytics	3
MGT 488	Strategic Management: The Capstone	3
<b>Total Hours</b>		<b>27</b>

## Transferring in College Core Courses

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

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

## Accountancy Minor

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

## Requirements

### Required Courses

ACC 211	Introduction to Financial Accounting	3
ACC 212	Introduction to Managerial Accounting	3
ACC 321	Intermediate Financial Accounting I	3
ACC 433	Intermediate Managerial Accounting	3
<b>One other upper division accounting course from UIS</b>		<b>3</b>
<b>Total Hours</b>		<b>15</b>

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

## Business Administration

### Contact Information

**Website:** [www.uis.edu/mmo/](http://www.uis.edu/mmo/)

**Email:** [mmo@uis.edu](mailto:mmo@uis.edu)

**Phone:** (217) 206-6712

**Office Location:** UHB 4060

## Bachelor of Business Administration (concentration options)

- B.B.A. Comprehensive Concentration
- B.B.A. Economics Concentration
- B.B.A. Finance Concentration
- B.B.A. Human Resource Management Concentration
- B.B.A. Management Concentration
- B.B.A. Marketing Concentration
- B.B.A. Sport Management Concentration

## Undergraduate Minors

- Business Administration Minor
- Economics Minor
- Finance Minor
- Human Resource Management Minor
- Management Minor
- Marketing Minor
- Sport Management Minor

## Departmental Goals and Objectives

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

comprehensive study in the general areas of finance, management, marketing, and operations management, or through more advanced and focused study in finance, management, marketing, or sport management.

Specific objectives of the curriculum are to:

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

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

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

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

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

## The Bachelor's Degree

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

- B.B.A. Comprehensive Concentration (p. 41)
- B.B.A. Economics Concentration (p. 42)
- B.B.A. Finance Concentration (p. 42)
- B.B.A. Human Resource Management Concentration (p. 44)
- B.B.A. Management Concentration (p. 45)
- B.B.A. Marketing Concentration (p. 46)
- B.B.A. Sport Management Concentration (p. 47)

## Requirements

### Required Courses

BUS 312	Principles of Marketing	3
BUS 322	Principles of Operations Management	3
BUS 331	ECCE: Business, Ethics, and Society	3
FIN 302	Principles of Financial Management	3
MGT 310	Managing Organizational Behavior	3
MGT 330	Business and Managerial Communication	3
MIS 352	Principles of Management Information Systems	3
MIS 376	Business Analytics	3
MGT 488	Strategic Management: The Capstone	3

## Transferring in College Core Courses

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

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

## Business Administration Minors

- Business Administration Minor (p. 48)
- Economics Minor (p. 48)
- Finance Minor (p. 48)
- Human Resource Management Minor (p. 49)
- Management Minor (p. 49)
- Sports Management Minor (p. 50)

## Online Degree

- B.B.A. Comprehensive
- B.B.A. Economics Concentration
- B.B.A. Human Resource Management
- B.B.A. Management
- Business Administration Minor

The online programs allows students to participate in dynamic, diverse, and interactive online learning communities and to complete their degrees via the Internet. The online format enables them to complete course work using the latest networked information technologies for increased access to educational resources, advisors, and materials with no on-campus visits required. The online degree follows the same curriculum as the on-campus degree. For more information on the admission process, please check out the Apply Today link.

# BBA Comprehensive Concentration

## Contact Information

**Website:** www.uis.edu/mmo/

**Email:** mmo@uis.edu

**Phone:** (217) 206-6712

**Office Location:** UHB 4060

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

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

## Advising

New students must contact the department for initial advising to plan a program of study that satisfies degree requirements and reflects their interests. Students are also required to access the Degree Audit System throughout their college career to verify that degree requirements are being met.

The College of Business and Management and the University of Illinois Springfield have a team of advisors ready to assist students in achieving their academic and career preparation goals. Advising services are customized based on the level and location of the student. Refer to Academic Advising - College of Business and Management for resources to help you succeed in achieving your academic goals. CBM strictly enforces prerequisites.

## Grading Policy

This program has minimum grade requirements as noted and outlined below. For questions related to the grading policy, please contact your advisor.

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

## Requirements

### Foundation requirements <sup>1</sup>

ACC 211 & ACC 212 or ACC 311	Introduction to Financial Accounting and Introduction to Managerial Accounting <sup>2</sup> Administrative Uses of Accounting	4-6
ECO 213 or MAT 121	Statistics for Business and Economics Applied Statistics	3
ECO 201 & ECO 202 or ECO 315	Introduction to Microeconomics and Introduction to Macroeconomics <sup>2</sup> Economics for Administration	4-6

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

### College Core <sup>3</sup>

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

BUS 312	Principles of Marketing	3
BUS 322	Principles of Operations Management	3
BUS 331	ECCE: Business, Ethics, and Society	3
FIN 302	Principles of Financial Management	3
MGT 310	Managing Organizational Behavior	3
MGT 330	Business and Managerial Communication	3
MGT 488	Strategic Management: The Capstone <sup>4</sup>	3
MIS 352	Principles of Management Information Systems	3
MIS 376	Business Analytics	3

### Comprehensive Concentration Requirements <sup>5</sup>

Upper Division Business (BUS) Course	3
Upper Division Management (MGT) Course	3
Upper Division Marketing (MKT) Course	3
Upper Division College of Business & Management course work <sup>6</sup>	6
Engaged Citizenship Common Experience (ECCE) <sup>7</sup>	10

**Total Hours** **63-67**

- 1 Students must earn a minimum grade of C- in **ALL** foundation courses and a cumulative GPA of at least 2.0 across all foundation courses.
- 2 Junior or senior standing required to enroll in ACC 311 and ECO 315
- 3 Students must earn a minimum of C- in **ALL** college core courses (**EXCEPT** MGT 488) and a cumulative GPA of at least 2.0 across all college core courses. A minimum grade of C (2.0) is required in MGT 488 (a grade of C- or lower will not be accepted).
- 4 Prerequisite: All college core courses, and within 12 hours of graduation or during the student's last semester.
- 5 College Core and ECCE courses may not be used to fulfill these requirements
  - Earn a cumulative grade point average of at least 2.00 across all courses required for the major.
- 6 e.g., ACC (Except ACC 311), BUS, ECO (Except ECO 315), FIN, MGT, MIS, MKT, and SPM.
- 7 The BBA:Comprehensive degree requires a minimum of three hours of internship course work consisting of an individualized field experience (IPL 300) or an individual project (IPL 301). Students are encouraged to complete six hours of Internship. Internship hours will be used to fulfill the Engagement Experience ECCE category. Students must complete course work in at least one of the other ECCE categories including U.S. Communities and Global Awareness. The one hour UNI 301 Speaker Series course fulfills the last hour of the ECCE requirement (10 Total ECCE hours required).
  - Only in exceptional cases, using a Student Petition with appropriate College of Business and Management approvals, students may request to waive the three-hour internship requirement and substitute an alternative ECCE course.
  - Credit for Prior Learning IPL 305) may not be used by College of Business and Management students to fulfill degree requirements.



## BBA Economics Concentration

### Contact Information

**Website:** www.uis.edu/aef

**Email:** aef@uis.edu

**Phone:** (217) 206-6541

**Office Location:** UHB 4054

### Advising

New students must contact the department for initial advising to plan a program of study that satisfies degree requirements and reflects their interests. Students are also required to access the Degree Audit System throughout their college career to verify that degree requirements are being met.

The College of Business and Management and the University of Illinois Springfield have a team of advisors ready to assist students in achieving their academic and career preparation goals. Advising services are customized based on the level and location of the student. Refer to the Undergraduate Academic Advising - College of Business and Management for resources to help you succeed in achieving your academic goals. CBM strictly enforces prerequisites.

### Grading Policy

The Economic concentration has a minimum grade requirements as noted in the Degree Requirements section below. For questions related to the grading policy, please contact your advisor.

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

### Requirements

#### Foundation Requirements <sup>1</sup>

ACC 211 & ACC 212	Introduction to Financial Accounting and Introduction to Managerial Accounting	6
OR		
ACC 311	Administrative Uses of Accounting <sup>2</sup>	4
ECO 201 & ECO 202	Introduction to Microeconomics and Introduction to Macroeconomics (OR)	6
ECO 213	Statistics for Business and Economics	3
or MAT 121	Applied Statistics	
<b>Total Hours</b>		<b>13</b>
		-
		<b>15</b>

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

<sup>1</sup> A minimum grade of C- is required in **ALL** foundation courses and a cumulative GPA of 2.0 across all foundation courses.

<sup>2</sup> Junior or Senior standing required to enroll in ACC 311

#### College Core <sup>1</sup>

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

BUS 312	Principles of Marketing	3
BUS 322	Principles of Operations Management	3
BUS 331	ECCE: Business, Ethics, and Society	3
FIN 302	Principles of Financial Management	3
MGT 310	Managing Organizational Behavior	3
MGT 330	Business and Managerial Communication	3
MGT 488	Strategic Management: The Capstone <sup>2</sup>	3
MIS 352	Principles of Management Information Systems	3
MIS 376	Business Analytics	3

#### Economics Concentration Requirements

ECO 301	Managerial Economics	3
ECO 302	Macroeconomics in a Global Economy	3
ECO 413	Econometrics	3
MAT 113	Business Calculus	4
or MAT 114	Finite Mathematics and Its Applications	
or MAT 115	Calculus I	
or MAT 116	Calculus II	
Two upper division ECO courses from UIS (Except ECO 315)		6

**Total Hours** **46**

Engaged Citizenship Common Experience (ECCE) <sup>3</sup> 10

- <sup>1</sup> A minimum grade of C- is required in all College Core Courses **Except MGT 488** and a cumulative GPA of at least 2.0 across all college core courses. A minimum grade of C (2.0) is required in MGT 488 (a grade of C- or lower will not be accepted).
- <sup>2</sup> Prerequisite: All college core courses, and within 12 hours of graduation or during the students last semester.
- <sup>3</sup> The degree requires a minimum of three hours of internship course work consisting of an individualized field experience (**IPL 300**) or an individual project (**IPL 301**). Students are encouraged to complete six hours of Internship. Internship hours will be used to fulfill the Engagement Experience ECCE category. Students must complete course work in at least one of the other ECCE categories including U.S. Communities and Global Awareness. The one-hour (**UNI 301**) Speaker Series course fulfills the last hour of the ECCE requirement (10 Total ECCE hours required)
  - Only in extremely exceptional cases, using a Student Petition with appropriate College of Business and Management approvals, students may request to waive the three-hour internship requirement and substitute an alternative ECCE course.
  - Credit for Prior Learning (**IPL 305**) may not be used by CBM students to fulfill degree requirements.

## BBA Finance Concentration

### Contact Information

**Website:** www.uis.edu/aef/

**Email:** aef@uis.edu

**Phone:** (217) 206-6541

**Office Location:** UHB 4054

The goal of the B.B.A. with a finance concentration is to develop knowledge and skills that are relevant in public, for-profit, or non-profit organizations required for the optimization of monetary resources. This concentration's main goal is to develop competencies that will prepare students for success in diverse roles in finance such



as financial manager or analyst. Specific degree objectives are to enable students to develop:

1. An understanding of risk management, financial policy, banking and financial markets
2. The ability to analyze capital budgeting, investment decisions, capital structure, capital acquisition, and asset pricing
3. Skills in financial statement analysis and ratio analysis
4. Skills in analysis of specific investment securities and portfolio management

## Advising

New students must contact the department for initial advising to plan a program of study that satisfies degree requirements and reflects their interests. Students are also required to access the Degree Audit System throughout their college career to verify that degree requirements are being met.

The College of Business and Management and the University of Illinois Springfield have a team of advisors ready to assist students in achieving their academic and career preparation goals. Advising services are customized based on the level and location of the student. Refer to the Undergraduate Academic Advising - College of Business and Management for resources to help you succeed in achieving your academic goals. CBM strictly enforces prerequisites.

## Grading Policy

The Finance Concentration has minimum grade requirements as noted and outlined below. For questions related to the grading policy, please contact your advisor.

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

## Requirements

### Foundation requirements <sup>1</sup>

ACC 211 & ACC 212	Introduction to Financial Accounting and Introduction to Managerial Accounting	6
OR		
ACC 311	Administrative Uses of Accounting <sup>2</sup>	4
ECO 213	Statistics for Business and Economics	3
	or MAT 121 Applied Statistics	
ECO 201 & ECO 202	Introduction to Microeconomics and Introduction to Macroeconomics	6
OR		
ECO 315	Economics for Administration <sup>2</sup>	4

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

### College Core <sup>3</sup>

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

BUS 312	Principles of Marketing	3
BUS 322	Principles of Operations Management	3
BUS 331	ECCE: Business, Ethics, and Society	3
FIN 302	Principles of Financial Management	3
MGT 310	Managing Organizational Behavior	3

MGT 330	Business and Managerial Communication	3
MGT 488	Strategic Management: The Capstone <sup>4</sup>	3
MIS 352	Principles of Management Information Systems	3
MIS 376	Business Analytics	3

### Finance Concentration Requirements <sup>5</sup>

ECO 335	Money, Banking, and Financial Markets	3
FIN 443	Financial Investment Analysis	3
FIN 444	Intermediate Financial Management	3

Select two of the following finance-related electives (or other BUS/ ECO/FIN/ACC electives approved by the program):

ACC 443	Federal Income Taxation	
ECO 447	International Trade and Finance	
ECO 456	Public Finance	
FIN 440	Topics in Finance	
FIN 445	Financial Institution Management	

**Total Hours** **53-57**

Engaged Citizenship Common Experience (ECCE) <sup>6</sup> 10

- <sup>1</sup> Student must earn a minimum grade of C- in **ALL** foundation courses and a cumulative GPA of at least 2.0 across all foundation courses.
- <sup>2</sup> Junior or senior standing required to enroll in ECO 315
- <sup>3</sup> Students must earn a minimum of C- in **ALL** college core courses (EXCEPT MGT 488) and a cumulative GPA of at least 2.0 across all college core courses. A minimum grade of C (2.0) is required in MGT 488 (a grade of C- or lower will not be accepted).
- <sup>4</sup> Prerequisite: All college core courses, and within 12 hours of graduation or during the student's last semester.
- <sup>5</sup> College Core and ECCE courses may not be used to fulfill these requirements
  - Earn a cumulative grade point average of at least 2.00 across all courses required for the major.
- <sup>6</sup> The BBA: Finance degree requires a minimum of three hours of internship course work consisting of an individualized field experience (IPL 300) or an individual project (IPL 301). Students are encouraged to complete six hours of Internship. Internship hours will be used to fulfill the Engagement Experience ECCE category. Students must complete course work in at least one of the other ECCE categories including U.S. Communities and Global Awareness. The one hour UNI 301 Speaker Series course fulfills the last hour of the ECCE requirement (10 Total ECCE hours required).
  - Only in exceptional cases, using a Student Petition, with appropriate College of Business and Management approvals, students may request to waive the three-hour internship requirement and substitute an alternative ECCE course.
  - Credit for Prior Learning (IPL 305) may not be used by College of Business and Management students to fulfill degree requirements.

# BBA Human Resource Management Concentration

## Contact Information

**Website:** www.uis.edu/mmo/

**Email:** mmo@uis.edu

**Phone:** (217) 206-6712

**Office Location:** UHB 4060

The goal of the B.B.A. with a concentration in HRM is to prepare students for careers in HRM. Specific degree objectives are to enable students to develop:

1. Knowledge of HR's strategic role in organizations.
2. An understanding of employment law, including its role in HR compliance and labor relations.
3. An understanding of all aspects of talent management, including job analysis and design, workforce planning and staffing, compensation and benefits, performance management, career planning and training, and employee and organizational development.
4. Knowledge of human resource information systems, data analytics and HR metrics.
5. To develop the data analytic skills required to make informed HR decision-making.
6. An understanding of HR's role in workplace health, safety, security and change management.
7. The ability to manage a diverse and global workforce.

## Advising

New students must contact the department for initial advising to plan a program of study that satisfies degree requirements and reflects their interests. Students are also required to access the Degree Audit System throughout their college career to verify that degree requirements are being met.

The College of Business and Management and the University of Illinois Springfield have a team of advisors ready to assist students in achieving their academic and career preparation goals. Advising services are customized based on the level and location of the student. Refer to the Undergraduate Academic Advising - College of Business and Management for resources to help you succeed in achieving your academic goals. CBM strictly enforces prerequisites.

## Grading Policy

The Human Resource Management Concentration has minimum grade requirements as noted and outlined below. For questions related to the grading policy, please contact your advisor.

All majors in CBM require foundation knowledge in accounting, economics, and statistics. Several of these courses also fulfill UIS general education requirements. UIS courses that satisfy the foundation knowledge requirements include:

## Requirements

### College Foundation Requirements: <sup>1</sup>

ACC 211 & ACC 212	Introduction to Financial Accounting and Introduction to Managerial Accounting	6
OR		
ACC 311	Administrative Uses of Accounting <sup>2</sup>	4
ECO 213	Statistics for Business and Economics	3
	or MAT 121 Applied Statistics	
ECO 201 & ECO 202	Introduction to Microeconomics and Introduction to Macroeconomics	6
OR		
ECO 315	Economics for Administration <sup>2</sup>	4

### College Core Requirements <sup>3</sup>

The College Core is required for all undergraduate CBM students.

BUS 312	Principles of Marketing	3
BUS 322	Principles of Operations Management	3
BUS 331	ECCE: Business, Ethics, and Society	3
FIN 302	Principles of Financial Management	3
MGT 310	Managing Organizational Behavior	3
MGT 330	Business and Managerial Communication	3
MGT 488	Strategic Management: The Capstone <sup>4</sup>	3
MIS 352	Principles of Management Information Systems	3
MIS 376	Business Analytics	3

### Human Resource Management Concentration Requirements <sup>5</sup>

BUS/MGT 471	Human Resources Planning and Staffing	3
BUS/MGT 472	Compensation and Benefit Strategies	3
BUS/MGT 473	Employee Appraisal and Development	3
MGT 431	Human Resource Management	3
MGT 475	Human Resource Analytics	3

**Total Hours** **53-57**

Engaged Citizenship Common Experience (ECCE) - 10 hours <sup>6</sup>

- <sup>1</sup> Students must earn a minimum grade of C- in all foundation courses and a cumulative GPA of 2.0 across all foundation courses.
- <sup>2</sup> Junior or Senior standing required to enroll in ACC 311 and ECO 315.
- <sup>3</sup> Students must earn a minimum of C- in all college core courses (except MGT 488) and a cumulative GPA of at least 2.0 across all college core courses. A minimum grade of C (2.0) is required in MGT 488 ( a grade of C- or lower will not be accepted). A cumulative GPA of at least 2.0 across all college core courses is also required.
- <sup>4</sup> Prerequisites: All college core courses, and within 12 hours of graduation or during the student's last semester.
- <sup>5</sup> Students must earn a cumulative GPA of at least 2.0 across all courses required for the human resource management concentration.

<sup>6</sup> The BBA degree requires a minimum of three hours of internship course work consisting of an individualized field experience (IPL 300) or an individual project (IPL 301). Students in the BBA are encouraged to complete six hours of Internship. Internship hours will be used to fulfill the Engagement Experience ECCE category. Students must complete course work in at least one of the other ECCE categories including U.S. Communities and Global Awareness. The one-hour UNI 301 speaker Series course fulfills the last hour of the ECCE requirement (10 Total ECCE hours required) Only in extremely exceptional cases, using a Student Petition with appropriate CBM approvals may students request to replace the three-hour internship requirement and substitute an alternative ECCE course. Credit for Prior Learning (IPL 305) may not be used by CBM students to fulfill degree requirements.

## BBA Management Concentration

### Contact Information

**Website:** [www.uis.edu/mmo/](http://www.uis.edu/mmo/)

**Email:** [mmo@uis.edu](mailto:mmo@uis.edu)

**Phone:** (217) 206-6712

**Office Location:** UHB 4060

The goal of the B.B.A. with a management concentration is to develop the critical, conceptual, and interpersonal skills that are essential to employment in management positions in all types of organizations. In addition to requiring a theoretical foundation, the curriculum provides students with numerous opportunities to integrate and apply these skills in a variety of situations.

Specific degree objectives are to enable students to develop:

1. An understanding of the different forms of organizations and how they operate in domestic and global contexts.
2. An ability to analyze cognitive, behavioral, and ethical issues faced by individuals and groups in organizations.
3. An understanding of appropriate strategies for organizational effectiveness and the practical application of management concepts to address the challenges faced by leaders and members of the organizations.

## Advising

New students must contact the department for initial advising to plan a program of study that satisfies degree requirements and reflects their interests. Students are also required to access the Degree Audit System throughout their college career to verify that degree requirements are being met.

The College of Business and Management and the University of Illinois Springfield have a team of advisors ready to assist students in achieving their academic and career preparation goals. Advising services are customized based on the level and location of the student. Refer to the Undergraduate Academic Advising - College of Business and Management for resources to help you succeed in achieving your academic goals. CBM strictly enforces prerequisites.

## Grading Policy

The Management Concentration program has minimum grade requirements as noted and outlined below. For questions related to the grading policy, please contact your advisor.

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

## Requirements

### Foundation requirements <sup>1</sup>

ACC 211 & ACC 212	Introduction to Financial Accounting and Introduction to Managerial Accounting	6
OR		
ACC 311	Administrative Uses of Accounting <sup>2</sup>	4
ECO 213	Statistics for Business and Economics	3
	or MAT 121 Applied Statistics	
ECO 201 & ECO 202	Introduction to Microeconomics and Introduction to Macroeconomics	6
OR		
ECO 315	Economics for Administration	4

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

### College Core <sup>3</sup>

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

BUS 312	Principles of Marketing	3
BUS 322	Principles of Operations Management	3
BUS 331	ECCE: Business, Ethics, and Society	3
FIN 302	Principles of Financial Management	3
MGT 310	Managing Organizational Behavior	3
MGT 330	Business and Managerial Communication	3
MGT 488	Strategic Management: The Capstone <sup>4</sup>	3
MIS 352	Principles of Management Information Systems	3
MIS 376	Business Analytics	3

### Management Concentration Requirements <sup>5</sup>

MGT 461	Organization Theory	3
	or MGT 485 International Management	
Select two of the following		6
MGT 422	Negotiation	
MGT 431	Human Resource Management	
MGT 461	Organization Theory	
MGT 474	Leadership And Motivation	
MGT 485	International Management	

One upper division (300-400) management (MGT) course	3
Upper Division College of Business & Management course work <sup>6</sup>	3

**Total Hours** **53-57**

Engaged Citizenship Common Experience (ECCE) <sup>7</sup> 10

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

<sup>2</sup> Junior or senior standing required to enroll in ACC 311 and ECO 315.

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

- <sup>4</sup> Prerequisite: All college core courses, and within 12 hours of graduation or during the student's last semester.
- <sup>5</sup> College Core and ECCE courses may not be used to fulfill these requirements
- Earn a cumulative grade point average of at least 2.00 across all courses required for the major.
- <sup>6</sup> e.g., ACC, (Except ACC 311), BUS, ECO (Except ECO 315), FIN, MGT, MIS, MKT, and SPM
- <sup>7</sup> The BBA: Management degree requires a minimum of three hours of internship course work consisting of an individualized field experience (IPL 300) or an individual project (IPL 301). Students are encouraged to complete six hours of Internship. Internship hours will be used to fulfill the Engagement Experience ECCE category. Students must complete course work in at least one of the other ECCE categories including U.S. Communities and Global Awareness. The one hour UNI 301 Speaker Series course fulfills the last hour of the ECCE requirement (10 Total ECCE hours required).
- Only in exceptional cases, using a Student Petition with appropriate College of Business and Management approvals, students may request to waive the three-hour internship requirement and substitute an alternative ECCE course.
  - Credit for Prior Learning (IPL 305) may not be used by College of Business and Management students to fulfill degree requirements.

## BBA Marketing Concentration

### Contact Information

**Website:** www.uis.edu/mmo/  
**Email:** mmo@uis.edu  
**Phone:** (217) 206-6712  
**Office Location:** UHB 4060

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

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

### Advising

New students must contact the department for initial advising to plan a program of study that satisfies degree requirements and reflects their interests. Students are also required to access the Degree Audit System throughout their college career to verify that degree requirements are being met.

The College of Business and Management and the University of Illinois Springfield have a team of advisors ready to assist students in achieving their academic and career preparation goals. Advising services are customized based on the level and location of the student. Refer to the Undergraduate Academic Advising - College of Business

and Management for resources to help you succeed in achieving your academic goals. CBM strictly enforces prerequisites.

### Grading Policy

The Marketing Concentration program has minimum grade requirements as noted and outlined below. For questions related to the grading policy, please contact your advisor.

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

### Requirements

#### Foundation requirements <sup>1</sup>

ACC 211 & ACC 212	Introduction to Financial Accounting and Introduction to Managerial Accounting	6
OR		
ACC 311	Administrative Uses of Accounting <sup>2</sup>	4
ECO 213	Statistics for Business and Economics	3
	or MAT 121 Applied Statistics	
ECO 201 & ECO 202	Introduction to Microeconomics and Introduction to Macroeconomics	6
OR		
ECO 315	Economics for Administration <sup>2</sup>	4

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

#### College Core <sup>3</sup>

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

BUS 312	Principles of Marketing	3
BUS 322	Principles of Operations Management	3
BUS 331	ECCE: Business, Ethics, and Society	3
FIN 302	Principles of Financial Management	3
MGT 310	Managing Organizational Behavior	3
MGT 330	Business and Managerial Communication	3
MGT 488	Strategic Management: The Capstone <sup>4</sup>	3
MIS 352	Principles of Management Information Systems	3
MIS 376	Business Analytics	3

#### Marketing Concentration Requirements <sup>5</sup>

MKT 431	Consumer Behavior	3
MKT 432	Research Methods and Analytics in Marketing	3
MKT 441	Marketing Analytics	3

Select two of the following (or other MKT electives approved by the program):

MKT 430	Topics in Marketing	
MKT 434	Brand Management	
MKT 435	Sales Force Management and Professional Selling	
MKT 437	Advertising	
MKT 438	International Marketing	
MKT 439	Retail Management and Analytics	

**Total Hours** **53-57**

Engaged Citizenship Common Experience (ECCE) <sup>6</sup> 10



- <sup>1</sup> Students must earn a minimum grade of C-in **ALL** foundation courses and a cumulative GPA of at least 2.0 across all foundation courses.
- <sup>2</sup> Junior or senior standing required to enroll in ACC 311 and ECO 315.
- <sup>3</sup> Students must earn a minimum of C- in **ALL** college core courses (**EXCEPT** MGT 488) and a cumulative GPA of at least 2.0 across all college core courses. A minimum grade of C (2.0) is required in MGT 488 (a grade of C- or lower will not be accepted).
- <sup>4</sup> Prerequisite: All college core courses, and within 12 hours of graduation or during the student's last semester.
- <sup>5</sup> College Core and ECCE courses may not be used to fulfill these requirements
  - Earn a cumulative grade point average of at least 2.00 across all courses required for the major.
- <sup>6</sup> The BBA Marketing degree requires a minimum of three hours of internship course work consisting of an individualized field experience (IPL 300) or an individual project (IPL 301). Students are encouraged to complete six hours of Internship. Internship hours will be used to fulfill the Engagement Experience ECCE category. Students must complete course work in at least one of the other ECCE categories including U.S. Communities and Global Awareness. The one hour UNI 301 Series course fulfills the last hour of the ECCE requirement (10 Total ECCE hours required).
  - Only in exceptional cases, using a Student Petition with appropriate College of Business and Management approvals, students may request to waive the three-hour internship requirement and substitute an alternative ECCE course.
  - Credit for Prior Learning (IPL 305) may not be used by College of Business and Management students to fulfill degree requirements.

## BBA Sport Management Concentration

### Contact Information

**Website:** [www.uis.edu/mmo/](http://www.uis.edu/mmo/)  
**Email:** [mmo@uis.edu](mailto:mmo@uis.edu)  
**Phone:** (217) 206-6712  
**Office Location:** UHB 4060

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

1. Management skills such as organizational strategy, marketing, and finance applied to sport organizations
2. Principles of law that regulate both the amateur and professional sport industries
3. Strategies, techniques and critical issues associated with event and facilities management

### Advising

New students must contact the department for initial advising to plan a program of study that satisfies degree requirements and reflects their interests. Students are also required to access the Degree

Audit System throughout their college career to verify that degree requirements are being met.

The College of Business and Management and the University of Illinois Springfield have a team of advisors ready to assist students in achieving their academic and career preparation goals. Advising services are customized based on the level and location of the student. Refer to the Undergraduate Academic Advising - College of Business and Management for resources to help you succeed in achieving your academic goals. CBM strictly enforces prerequisites.

### Grading Policy

The Sports Management program has minimum grade requirements as noted and outlined below. For questions related to the grading policy, please contact your advisor.

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

### Requirements

#### Foundation requirements <sup>1</sup>

ACC 211 & ACC 212	Introduction to Financial Accounting and Introduction to Managerial Accounting	6
OR		
ACC 311	Administrative Uses of Accounting <sup>2</sup>	4
ECO 213	Statistics for Business and Economics	3
	or MAT 121 Applied Statistics	
ECO 201 & ECO 202	Introduction to Microeconomics and Introduction to Macroeconomics	6
OR		
ECO 315	Economics for Administration <sup>2</sup>	4

Course work equivalent to the above may be accepted upon approval by the student's advisor and the College of Business and Management by a student petition. <sup>3</sup>

#### College Core <sup>3</sup>

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

BUS 312	Principles of Marketing	3
BUS 322	Principles of Operations Management	3
BUS 331	ECCE: Business, Ethics, and Society	3
FIN 302	Principles of Financial Management	3
MGT 310	Managing Organizational Behavior	3
MGT 330	Business and Managerial Communication	3
MGT 488	Strategic Management: The Capstone <sup>4</sup>	3
MIS 352	Principles of Management Information Systems	3
MIS 376	Business Analytics	3

#### Sport Management Concentration Requirements <sup>5</sup>

SPM 431	Foundation of Sports Management	3
SPM 432	Sport Law	3
SPM 433	Facilities and Event Management	3
One upper division (300-400) Sport Management Elective		3
Upper Division College of Business & Management course work <sup>6</sup>		3

**Total Hours** **53-57**

Engaged Citizenship Common Experience (ECCE) <sup>7</sup> 10



- 1 Students must earn a minimum grade of C-in **ALL** foundation courses and a cumulative GPA of at least 2.0 across all foundation courses.
- 2 Junior or senior standing required to enroll in ACC 311 AND ECO 315.
- 3 Students must earn a minimum of C- in **ALL** college core courses (**EXCEPT** MGT 488) and a cumulative GPA of at least 2.0 across all college core courses. A minimum grade of C (2.0) is required in MGT 488 (a grade of C- or lower will not be accepted).
- 4 Prerequisite: All college core courses, and within 12 hours of graduation or during the student's last semester.
- 5 College Core and ECCE courses may not be used to fulfill these requirements.
  - Earn a cumulative grade point average of at least 2.00 across all courses required for the major.
- 6 e.g., ACC, (Except ACC 311) BUS, ECO (Except ECO 315), FIN, MGT, MIS, MKT, and SPM
- 7 The BBA Sport Management degree requires a minimum of three hours of internship course work consisting of an individualized field experience (IPL 300) or an individual project (IPL 301). Students are encouraged to complete six hours of Internship. Internship hours will be used to fulfill the Engagement Experience ECCE category. Students must complete course work in at least one of the other ECCE categories including U.S. Communities and Global Awareness. The one hour UNI 301 Speaker Series course fulfills the last hour of the ECCE requirement (10 Total ECCE hours required).
  - Only in exceptional cases using a Student Petition with appropriate College of Business and Management approvals, students may request to waive the three-hour internship requirement and substitute an alternative ECCE course
  - Credit for prior Learning (IPL 305) may not be used by College of Business Management students to fulfill degree requirements.

BUS 331	ECCE: Business, Ethics, and Society	3
MGT 310	Managing Organizational Behavior	3
Two upper division courses from UIS with a BUS, MGT, MKT or SPM prefix <sup>1</sup>		6
<b>Total Hours</b>		<b>15</b>

<sup>1</sup> College Core and ECCE courses may not be used to fulfill these requirements.

## Economics Minor

### Contact Information

**Website:** www.uis.edu/aef/  
**Email:** aef@uis.edu  
**Phone:** (217) 206-6541  
**Office Location:** UHB 4054

### Grading Policy

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

To earn a minor in Economics, a student must complete a minimum of 19 semester hours of course work.

### Requirements

#### Required Courses

ECO 201	Introduction to Microeconomics	3
ECO 202	Introduction to Macroeconomics	3
ECO 301	Managerial Economics	3
ECO 302	Macroeconomics in a Global Economy	3
MAT 113	Business Calculus	4
or MAT 114	Finite Mathematics and Its Applications	
One additional upper-division economics course from UIS (Except ECO 315)		3
<b>Total Hours</b>		<b>19</b>

## Finance Minor

### Contact Information

**Website:** www.uis.edu/aef/  
**Email:** aef@uis.edu  
**Phone:** (217) 206-6541  
**Office Location:** UHB 4054

To earn a minor in finance, a student must complete a minimum of 23 semester hours of course work.

### Requirements

#### Required Courses

ACC 211	Introduction to Financial Accounting & ACC 212	6
<b>OR</b>		
ACC 311	Administrative Uses of Accounting <sup>1</sup>	4
ECO 213	Statistics for Business and Economics	3

## Business Administration Minor

### Contact Information

**Website:** www.uis.edu/mmo/  
**Email:** mmo@uis.edu  
**Phone:** (217) 206-6712  
**Office Location:** UHB 4060

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

### Requirements

#### Required Courses <sup>1</sup>

#### Prerequisites

- ACC 211 Introduction to Financial Accounting  
or ACC 311 Administrative Uses of Accounting
- ACC 311 Administrative Uses of Accounting

#### Select one of the following:

- ECO 201 Introduction to Microeconomics  
or ECO 202 Introduction to Macroeconomics
- ECO 315 Economics for Administration

#### Requirements

BUS 312	Principles of Marketing	3
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or MAT 121	Applied Statistics	
ECO 201 & ECO 202	Introduction to Microeconomics and Introduction to Macroeconomics	6
<b>OR</b>		
ECO 315	Economics for Administration <sup>1</sup>	4
FIN 302	Principles of Financial Management	3
FIN 443 or FIN 444	Financial Investment Analysis Intermediate Financial Management	3
MIS 376	Business Analytics	3
<b>Select one of the following finance-related electives (or BUS/ ECO/FIN/ACC Electives approved by the program)</b>		<b>3</b>
ACC 443	Federal Income Taxation	
FIN 440	Topics in Finance	
FIN 443	Financial Investment Analysis <sup>2</sup>	
FIN 444	Intermediate Financial Management <sup>2</sup>	
FIN 445	Financial Institution Management	
<b>Total Hours</b>		<b>23-27</b>

<sup>1</sup> Junior or senior standing required to enroll in ACC 311 and ECO 315

<sup>2</sup> If this course is not taken as a required course, it may be used as an elective.

## Human Resource Management Minor

### Contact Information

**Website:** [www.uis.edu/mmo/](http://www.uis.edu/mmo/)  
**Email:** [mmo@uis.edu](mailto:mmo@uis.edu)  
**Phone:** (217) 206-6712  
**Office Location:** UHB 4060

A minor in Human Resource Management will provide students in and outside the College of Business and Management the opportunity to learn the knowledge and skills needed to be HRM professionals in diverse HRM jobs including Human Resources Specialist, Human Resource Manager, and Training and Development Manager, among others.

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

### Requirements

MGT 310	Managing Organizational Behavior	3
MGT 431	Human Resource Management	3
<b>Select three of the following courses:</b>		<b>9</b>
BUS 471 or MGT 471	Human Resources Planning and Staffing Human Resources Planning and Staffing	
BUS 472 or MGT 472	Compensation and Benefit Strategies Compensation and Benefit Strategies	
BUS 473 or MGT 473	Employee Appraisal and Development Employee Appraisal and Development	
MGT 475	Human Resource Analytics <sup>1</sup>	
<b>Total Hours</b>		<b>15</b>

<sup>1</sup> MGT 475 also has ECO 213 as a prerequisite

## Management Minor

### Contact Information

**Website:** [www.uis.edu/mmo/](http://www.uis.edu/mmo/)  
**Email:** [mmo@uis.edu](mailto:mmo@uis.edu)  
**Phone:** (217) 206-6712  
**Office Location:** UHB 4060

A minor in management will develop the critical, conceptual, and interpersonal skills that are essential to employment in management positions in all types of organizations.

Students can expect to:

- Develop an understanding of the different forms of organizations and how they operate in domestic and global contexts
- Learn how to analyze cognitive behavioral and ethical issues faced by individuals and groups in organizations
- Develop an understanding of appropriate strategies for organizational effectiveness

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

### Requirements

#### Required Courses <sup>1</sup>

MGT 310	Managing Organizational Behavior	3
MGT 431	Human Resource Management	3
<b>3 upper division MGT prefix courses selected from the following list:</b>		<b>9</b>
MGT 422	Negotiation	
MGT 461	Organization Theory	
MGT 474	Leadership And Motivation	
MGT 485	International Management	
<b>Total Hours</b>		<b>15</b>

<sup>1</sup> College Core and ECCE courses may not be used to fulfill these requirements

## Marketing Minor

### Contact Information

**Website:** [www.uis.edu/mmo/](http://www.uis.edu/mmo/)  
**Email:** [mmo@uis.edu](mailto:mmo@uis.edu)  
**Phone:** (217) 206-6712  
**Office Location:** UHB 4060

To earn a minor in marketing, a student must complete a minimum of 18 semester hours of course work.

### Requirements

#### Required Courses

ACC 211 or ACC 311	Introduction to Financial Accounting <sup>1</sup> Administrative Uses of Accounting	3-4
BUS 312	Principles of Marketing	3
ECO 201	Introduction to Microeconomics <sup>1</sup>	3-4

or ECO 315	Economics for Administration	
ECO 213	Statistics for Business and Economics	3
MKT 431	Consumer Behavior	3
MKT 432	Research Methods and Analytics in Marketing	3
<b>Total Hours</b>		<b>18-20</b>

<sup>1</sup> Junior or Senior standing required to enroll in ACC 311 and ECO 315

## Sport Management Minor

### Contact Information

**Website:** www.uis.edu/mmo/

**Email:** mmo@uis.edu

**Phone:** (217) 206-6712

**Office Location:** UHB 4060

To earn a sport management minor, students must complete a minimum of 21 semester hours of course work.

## Requirements

### Required Courses

ACC 211	Introduction to Financial Accounting <sup>1</sup>	3-4
or ACC 311	Administrative Uses of Accounting	
BUS 312	Principles of Marketing	3
ECO 201	Introduction to Microeconomics <sup>1</sup>	3-4
or ECO 315	Economics for Administration	
MGT 310	Managing Organizational Behavior	3
SPM 431	Foundation of Sports Management	3
SPM 432	Sport Law	3
SPM 433	Facilities and Event Management	3
<b>Total Hours</b>		<b>21-23</b>

<sup>1</sup> Junior or senior standing required to enroll in ACC 311 and ECO 315

## Management Information Systems

### Contact Information

**Website:** www.uis.edu/mis

**Email:** mis@uis.edu

**Phone:** (217)206-6067

**Office Location:** UHB 4093

Bachelor's of Science (3)

Minor (2)

## Departmental goals and objectives

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

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

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

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

## The Bachelor's Degree

The B.S. in MIS provides two options for study:

- Applied Business Analytics Concentration (p. 52)
- Health Care Informatics Concentration (p. 53)

The bachelor's degree provides students with both a foundation in business, and skills in management information systems, rather than a foundational focus on computer science. The skill set combination prepares students to provide solutions and achieve goals for companies, non-profit organizations, and government agencies. The B.S. in MIS degree program also equips students with expertise from a holistic business perspective, versus merely a micro-level or science perspective, and will allow them to combine their knowledge of computing and organizations to bridge the gap between technical and business specialists. The B.S. in Management Information Systems may be earned online, blended, or through a combination of online and blended modes of delivery.

## Advising

New students must contact the department for initial advising to plan a program of study that reflects their interests and satisfies degree requirements. Students are also required to access the Degree Audit System throughout their college career to verify that degree requirements are being met.

The College of Business and Management and the University of Illinois Springfield have a team of advisors ready to assist students in achieving their academic and career preparation goals. Advising services are customized based on the level and location of the student. Refer to the Undergraduate **Academic Advising - College of Business and Management** for resources to help you succeed in achieving your academic goals. CBM strictly enforces prerequisites.

## Grading Policy

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

All majors in the College of Business and Management require foundation knowledge in accounting, economics, mathematics, and statistics. Several of these courses also fulfill UIS general education requirements. UIS courses that satisfy the foundation knowledge requirements include:

## Requirements

### Foundation Requirements (Junior or senior standing required to enroll in ACC 311 and ECO 315)<sup>1</sup>

ACC 211 & 211	Introduction to Financial Accounting and Introduction to Financial Accounting	4-6
or ACC 311	Administrative Uses of Accounting	
ECO 213	Statistics for Business and Economics	3
or MAT 121	Applied Statistics	
ECO 201 & ECO 202	Introduction to Microeconomics and Introduction to Macroeconomics	4-6
or ECO 315	Economics for Administration	
<b>Total Hours</b>		<b>11-15</b>

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

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

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

## College Core Requirements:

### College Core:<sup>1</sup>

BUS 312	Principles of Marketing	3
BUS 322	Principles of Operations Management	3
BUS 331	ECCE: Business, Ethics, and Society	3
FIN 302	Principles of Financial Management	3

MGT 310	Managing Organizational Behavior	3
MGT 330	Business and Managerial Communication	3
MGT 488	Strategic Management: The Capstone	3
MIS 352	Principles of Management Information Systems	3
MIS 376	Business Analytics	3
<b>Total Hours</b>		<b>27</b>

<sup>1</sup> Prerequisite: All college core courses, and within 12 hours of graduation or during the student's last semester. A minimum grade of C (2.0) is required in MGT 488 (a grade of C- or lower will not be accepted).

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

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

ALL MIS undergraduate majors must complete 21 core credit hours to fulfill the degree requirements as follows:

## MIS Core Requirements

### MIS Core: Total of 21 credit hours required for the comprehensive concentration

CSC 225	Computer Programming Concepts I	3
MIS 385	Data and Information Management	3
MIS 454	Systems Analysis and Design	3
MIS 456	Networks and Telecommunications in Organizations	3
MIS 458	Project Management	3
MIS 468	Business Process Management	3
MIS 469	IS Strategy Management and Acquisition	3
<b>Total Hours</b>		<b>21</b>

Engaged Citizenship Common Experience (ECCE) 10

### Transferring in College Core Courses

BUS 312	Principles of Marketing	3
BUS 322	Principles of Operations Management	3
BUS 331	ECCE: Business, Ethics, and Society	3
FIN 302	Principles of Financial Management	3
MGT 310	Managing Organizational Behavior	3
MGT 330	Business and Managerial Communication	3
MGT 488	Strategic Management: The Capstone	3
MIS 352	Principles of Management Information Systems	3
<b>Total Hours</b>		<b>24</b>

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



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

## Management Information Minors

- Business Analytics Minor (p. 54)
- Management Information Systems Minor (p. 54)

## Online Degree

- Applied Business Analytics Concentration (p. 52)
- Business Analytics Minor (p. 54)
- Health Care Informatics Concentration (p. 53)
- Management Information Systems (p. 50)
- Management Information Systems Minor (p. 54)

The online programs allow students to participate in dynamic, diverse, and interactive online learning communities and to complete their degrees via the Internet. The online format enables them to complete course work using the latest networked information technologies for increased access to educational resources, advisors, and materials with no on-campus visits required. The online degree follows the same curriculum as the on-campus degree. For more information on the admission process, please check out the Apply Today link.

## Applied Business Analytics Concentration

An Applied Business Analytics concentration in the Bachelor of Science degree will provide students with the opportunity to specialize in an area of applied business analytics that is extremely relevant in public, for-profit, or non-profit organizations that require the skills of business analytics. The concentration will build upon the strengths of the UIS undergraduate general education requirements, existing CBM foundation and existing CBM college core course work to develop competencies that will prepare students for success in diverse areas of business such as business analysts.

## Objectives

1. Acquire knowledge of the history, evolution, current development, and the basic concepts central to business analytics.
2. Apply data visualization, machine learning, artificial intelligence for effective business problem solving.
3. Conduct business analytics using data mining techniques and know and where to find qualified data/resources to interpret the impact on business and institutions.
4. Obtain hands-on experience in business analytics processes from problem identification, data collection, data exploration, descriptive, predictive and prescriptive analysis, and result interpretation.

All majors in the College of Business and Management require foundation knowledge in accounting, economics, mathematics, and statistics. Several of these courses also fulfill UIS general

education requirements. Students must earn a minimum grade of C- in each course and a cumulative GPA of at least 2.00 across all foundation courses. UIS courses that satisfy the foundation knowledge requirements include:

## Requirements

### Foundation Requirements (Junior or senior standing required to enroll in ACC 311 and ECO 315) <sup>1</sup>

Required Courses		
ACC 211 & ACC 212	Introduction to Financial Accounting and Introduction to Managerial Accounting	4-6
or ACC 311	Administrative Uses of Accounting	
ECO 213	Statistics for Business and Economics	3
or MAT 121	Applied Statistics	
ECO 201 & ECO 202	Introduction to Microeconomics and Introduction to Macroeconomics	4-6
or ECO 315	Economics for Administration	
<b>Total Hours</b>		<b>11-15</b>

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

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

### College Core Requirements:

BUS 312	Principles of Marketing	3
BUS 322	Principles of Operations Management	3
BUS 331	ECCE: Business, Ethics, and Society	3
FIN 302	Principles of Financial Management	3
MGT 310	Managing Organizational Behavior	3
MGT 330	Business and Managerial Communication	3
MGT 488	Strategic Management: The Capstone <sup>1</sup>	3
MIS 352	Principles of Management Information Systems	3
MIS 376	Business Analytics	3
<b>Total Hours</b>		<b>27</b>

<sup>1</sup> Prerequisite: All college core courses, and within 12 hours of graduation or during the student's last semester. A minimum grade of C (2.0) is required in MGT 488 (a grade of C- or lower will not be accepted).

All MIS undergraduate majors must complete 18 core credit hours to fulfill the degree requirements as follows:

### Applied Business Analytics Concentration Requirements

MIS 377	Visual Analytics for Business	3
MIS 385	Data and Information Management	3
MIS 471	Artificial Intelligence and Machine Learning	3
MIS 473	Data Mining and Predictive Analytics	3
MIS 476	Business Analytics Practicum	3

### One Elective Course (Select from the following) 3

MGT 475	Human Resource Analytics
MKT 432	Research Methods and Analytics in Marketing



Other subject-oriented analytics courses approved by MIS Department (e.g., Python, Marketing Analytics; Financial Analytics; Accounting Analytics)	
<b>Total Hours</b>	<b>18</b>

Engaged Citizenship Common Experience (ECCE) <sup>1</sup>	10
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<sup>1</sup> The Management Information System degree requires a minimum of three hours of internship course work consisting of an individualized field experience (ILP 300) or an individual project (IPL 301) in the area of Applied Business Analytics. Students are encouraged to complete six hours of internship. Internship hours will be used to fulfill the Engagement Experience ECCE category. Students must complete course work in at least one of the other ECCE categories including U.S. Communities and Global Awareness. The one hour UNI 301 speaker Series course fulfills the last hour of the ECCE requirement (10 total ECCE hours required)

- Only in exceptional cases, using a Student Petition, with appropriate College of Business and Management approvals, students may request to waive the three-hour internship requirement and substitute an alternative ECCE course.
- Credit for Prior Learning (IPL 305) may not be used by College of Business and Management students to fulfill degree requirements.

## Health Care Informatics Concentration

*The program is not accepting applications for the MIS Health Care Informatics Concentration at this time.*

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

### Requirements

**Foundation Requirements (Junior or senior standing required to enroll in ACC 311 and ECO 315)<sup>1</sup>**

ACC 211 & ACC 212 or ACC 311	Introduction to Financial Accounting and Introduction to Managerial Accounting Administrative Uses of Accounting	4-6
ECO 213 or MAT 121	Statistics for Business and Economics Applied Statistics	3
ECO 201 & ECO 202 or ECO 315	Introduction to Microeconomics and Introduction to Macroeconomics Economics for Administration	4-6
<b>Total Hours</b>		<b>11-15</b>

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

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

**College Core:**<sup>1</sup>

BUS 312	Principles of Marketing	3
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BUS 322	Principles of Operations Management	3
BUS 331	ECCE: Business, Ethics, and Society	3
FIN 302	Principles of Financial Management	3
MGT 310	Managing Organizational Behavior	3
MGT 330	Business and Managerial Communication	3
MGT 488	Strategic Management: The Capstone <sup>4</sup>	3
MIS 352	Principles of Management Information Systems	3
MIS 376	Business Analytics	3
<b>Total Hours</b>		<b>27</b>

<sup>1</sup> Prerequisite: All college core courses, and within 12 hours of graduation or during the student's last semester. A minimum grade of C (2.0) is required in **MGT 488** (a grade of C- or lower will not be accepted).

To earn a Bachelor's of Science in Management Information Systems with Health Care Informatics a student must:

- Complete at least 54 semester hours from a four year baccalaureate-granting institution
- Complete at least 48 semester hours of upper-division (300-400 level) course work
- Complete at least one half of his or her business course work at UIS (college core and major)
- Earn a cumulative grade point average of at least 2.0 across all courses required for the major
- Complete a minimum of 18 hours in Management Information Systems prefix courses (MIS) at the UIS College of Business and Management.

All MIS undergraduate majors must complete 36 core credit hours to fulfill the degree requirements as follows:

### Health Care Informatics Concentration Requirements:

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

Engaged Citizenship Common Experience (ECCE) <sup>1</sup>	10
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<sup>1</sup> The Management Information System degree requires a minimum of three hours of internship course work consisting of an individualized field experience (ILP 300) or an individual project (IPL 301) in the area of Health Care Informatics. Students are encouraged to complete six hours of internship. Internship hours will be used to fulfill the Engagement Experience ECCE category. Students must complete course work in at least one of the other ECCE categories including U.S. Communities and Global Awareness. The one hour UNI 301 speaker Series course fulfills the last hour of the ECCE requirement (10 total ECCE hours required)

- Only in exceptional cases, using a Student Petition, with appropriate College of Business and Management approvals, students may request to waive the three-hour internship requirement and substitute an alternative ECCE course.
- Credit for Prior Learning (IPL 305) may not be used by College of Business and Management students to fulfill degree requirements.

## Business Analytics Minor

Business Analytics minor in the Bachelor of Science in MIS will provide to its students the opportunity to specialize in an area of analytics that is extremely relevant in public, for-profit, and not-for-profit organizations that require the skills to continuously analyze information to make strategic and timely decisions.

To earn the minor of Business Analytics, students will complete five required courses (15 hours) and two elective courses (6-7 hours). All courses are offered online/on-campus.

Students can declare Business Analytics as a minor area of study during the admissions process or at a later time via a Change of Curriculum Form.

### Requirements

#### Required Courses

ECO 213	Statistics for Business and Economics	3
or MAT 121	Applied Statistics	
MIS 352	Principles of Management Information Systems	3
MIS 376	Business Analytics	3
MIS 377	Visual Analytics for Business	3
MIS 385	Data and Information Management	3

The elective courses provide students business knowledge in accounting and economics.

#### Select two of the following: 6-7

ACC 211	Introduction to Financial Accounting	
ACC 212	Introduction to Managerial Accounting	
ECO 201	Introduction to Microeconomics	
ECO 202	Introduction to Macroeconomics	
ECO 315	Economics for Administration	
<b>TOTAL</b>		<b>21-22</b>

## Management Information Systems Minor

To earn an undergraduate minor in Management Information Systems, students must complete a minimum of five courses totaling 15 credit hours, at least nine hours of which must be upper-division course work taken at UIS.

### Requirements

#### Required Courses <sup>1</sup>

MIS 352	Principles of Management Information Systems	3
MIS 385	Data and Information Management	3

#### Select one MIS elective 3

MIS 454	Systems Analysis and Design	
MIS 456	Networks and Telecommunications in Organizations	
MIS 458	Project Management (if taking BUS 452, choose another elective)	
MIS 468	Business Process Management	

#### Elective Courses 6-7

#### Select at least two of the following

ACC 211	Introduction to Financial Accounting	
ACC 212	Introduction to Managerial Accounting	
ECO 201	Introduction to Microeconomics	
ECO 315	Economics for Administration	

#### Total Hours 15-16

- <sup>1</sup> You must get at least a "C" grade in all 3 MIS courses (below), which make up the MIS minor.

# College of Education and Human Services

## Contact Information

**Website:** [www.uis.edu/education](http://www.uis.edu/education)  
**Email:** [schoolofeducation@uis.edu](mailto:schoolofeducation@uis.edu)  
**Office Phone:** (217)206-6306  
**Office Location:** BRK 377  
 James Ermatinger, Interim Dean

The College of Education and Human Services offers undergraduate and graduate degrees as well as numerous graduate certificates, leading the way in educating those driven to give back to society. The College offers undergraduate programs in Social Work and Teacher Education.

## Social Work

### Contact Information

**Website:** [www.uis.edu/social-work/](http://www.uis.edu/social-work/)  
**Email:** [swk@uis.edu](mailto:swk@uis.edu)  
**Office Phone:** (217) 206-6687  
**Office Location:** BRK 332

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

## The Bachelor's Degree

### Advising

Students will be assigned a faculty advisor at the time of admission. A student may elect to change that advisor, but the new advisor must be a faculty member in the Social Work Department. Students should consult their advisor each semester before registration. Refer to Social Work Advising web page for resources to help you succeed in achieving your academic goals.

### Grading Policy

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

### Field work

An essential aspect of professional preparation is the integration of knowledge and skills with experience. This is accomplished primarily through the field work course. Field work is an intensive 400-hour experience in a social service agency, where a student, under

supervision, learns to assess and improve his or her own social work skills. The field work supervisor should be a person holding a degree in social work and must be approved by the program's field work director. Field work may be taken concurrently with SWK 430, SWK 433, and SWK 434. All other B.S.W. core courses must be completed and graded before starting field work. Students on academic probation are ineligible for field work.

## Closure procedures

Students must submit a graduation application whether they wish to participate in commencement or not. The graduation application must be submitted no later than the posted deadline for the applicable semester. Deadlines are posted in the Office of Records and Registration and emailed to all students each semester. All students must consult with their advisor before registering for their last semester to ensure that both UIS and department requirements have been met. Students should consult with their advisor for specific guidance regarding completion of general education requirements. Core courses must be taken in the proper sequential order after the prerequisites are completed.

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

## Requirements

### Required Courses

SWK 322	Introduction to Social Work	3
SWK 323	Intro to Social Work - Lab (lab)	1
SWK 333	Human Behavior in the Social Environment	4
SWK 344	Social Work Practice I	4
SWK 355	Social Welfare Policies and Services	4
SWK 366	ECCE: Beyond Bias: Racism, Sexism and Heterosexism	4
SWK 377	Social Work Practice II	4
SWK 430	Social Work Research Methods	4
SWK 433	Social Work Practice III	4
SWK 434	Senior Seminar	4
SWK 450	ECCE: Field Work <sup>1</sup>	4-8
<b>Total Hours</b>		<b>44</b>

<sup>1</sup> Please refer to the suggested course sequence (third and fourth semesters) for the recommended enrollment pattern for SWK 450. Students may register for four - eight credit hours per semester. A total of eight credit hours are required.

## Teacher Education

### Contact Information

**Website:** [www.uis.edu/education](http://www.uis.edu/education)  
**Email:** [schoolofeducation@uis.edu](mailto:schoolofeducation@uis.edu)  
**Office Phone:** (217)206-6306  
**Office Location:** BRK 377

Bachelor's Degrees: (5)

Minor: Secondary Education

*Additional options offered through TEP:*

Prairie Area Teaching Initiative

## Departmental Goals and Objectives

Persons interested in becoming teachers may prepare for Illinois licensure at the elementary, middle, or secondary level through the University of Illinois Springfield (UIS) Department of Teacher Education (TEP). The Elementary Education major is available for students interested in teaching 1st through 6th grades. Students wishing to teach in 9th -12th grades may complete the Secondary Education degree program in English, History, or Mathematics, or may complete a minor in Secondary Teacher Education while concurrently completing a major in an appropriate academic content area (biology, chemistry, English, history, mathematics, political science, or sociology/anthropology). Students interested in teaching Middle Grades 5th-8th may complete the Middle Grades Education program with a focus in English, History, Mathematics, or Science. Those who have already completed baccalaureate degrees in appropriate academic content areas may also complete the sequence of Teacher Education course work (for either elementary, middle, or secondary licensure). All Teacher Education programs are developed and maintained under the auspices of the Council on Professional Education (COPE) and the four themes of the Conceptual Framework: quality teaching and professional practice, public engagement, technology, and diversity. Once a student is accepted into a program in the School of Education, they are referred to as a "candidate" (for licensure).

Information and policies that govern and direct a candidate's progress through their Teacher Education program are provided at the point of initial advising, through orientation, during individual advising, on the Canvas, and on the Teacher Education website. Candidates are expected to work closely with their TEP advisor and their academic content advisor (if candidates are seeking a Teacher Education minor) as well as utilizing other venues such as the TEP Handbook, TEP Portal, UIS email, and the TEP website in addition to this catalog statement in order to track their progress accurately.

## Advising

Students interested in being admitted to a program in the Department of Teacher Education first meet with a TEP Program Advisor. Students who are completing baccalaureate degrees also work with program advisors and faculty mentors assigned to them by their academic content departments.

## Grading Policy

Admission to the TEP program requires a minimum 2.5 GPA to remain in good standing. Students must maintain a grade point average of 3.0 in TEP course work, a grade point average of 2.75 in their content area, and a grade point average of 2.75 for all college work. General education course work required by the TEP department, professional course work that satisfies TEP requirements, or major course work that satisfies TEP requirements must be completed with a grade of C or higher. Required courses that are completed with a grade of C- or lower must be repeated.

## Retention in TEP Programs

Teacher candidates must maintain the grade point average requirements outlined in the Grading Policy section above. Additionally, they must also successfully complete field experiences

required for each methods course. Candidate progress is evaluated throughout programs in the Department of Teacher Education according to GPA, professional teaching standards, dispositions, and other factors. Candidates not meeting these criteria may be removed from or counseled out of their program or may be required to complete remediation at the discretion of the department.

## Field Experiences and Student Teaching

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

Student teaching occurs during the final semester after all other course work and requirements have been satisfied. Candidates are assigned by the Department of Teacher Education to a school setting for this semester-long experience. Candidates must apply for student teaching within a prescribed timeframe no later than the semester prior to the actual experience. At the time of application, candidates must meet the GPA requirements (3.0 in TEP course work; 2.75 GPA in major / area of concentration; 2.75 cumulative GPA). All courses counting as general education course work, academic content course work, and professional TEP course work must be completed with a grade of C or higher regardless of GPA. Candidates must also have completed or be registered to complete all remaining course work. The appropriate Illinois Licensure Testing System content exam must be passed or the candidate must be registered for the exams at the time of application to student teaching. In order to receive a school placement for the student teaching semester, candidates must have passed the appropriate content area exam, completed all course work, maintained all GPA requirements as outlined above, and passed a physical and TB test no earlier than 90 days prior to entering the school setting (submitting results to Campus Health Services). The department determines appropriate school placements for student teaching; university personnel and school-based cooperating teachers supervise student teachers throughout the semester. The Illinois State Board of Education requires that candidates pass a performance assessment in order to be recommended for teacher licensure. The performance assessment will be completed during student teaching.

## General Education Requirements for All Candidates

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



## Licensure

The Department of Teacher Education recommends candidates to the Illinois State Educator Preparation and Licensure Board for a Professional Educator License upon completion of several criteria. These criteria include general education requirements set by the Department of Teacher Education, all other departmental requirements, passing scores on the appropriate Illinois Licensure Testing System content exam, a performance assessment, and satisfaction of any additional requirements outlined by the Illinois State Board of Education, which has sole authority for awarding or denying teacher licensure.

## Subsequent Licenses/Endorsements and Professional Development

Illinois licensed teachers may complete course work toward subsequent licenses and endorsements in a variety of content areas through the Department of Teacher Education. The department also offers a variety of courses appropriate for professional development for in-service teachers and other school personnel.

## The Bachelor's Degree

- Elementary Education (p. 58)
- Middle Grades Education (p. 59)
- Secondary English Education (p. 59)
- Secondary History Education (p. 60)
- Secondary Mathematics Education (p. 60)

## Secondary Education Minor

The Secondary Education minor leads to recommendation for grades 9-12 Illinois licensure when combined with an appropriate academic major, fulfillment of UIS and TEP general education requirements, other campus requirements, and requirements set by the Illinois State Board of Educator. Secondary Education candidates major in a program that leads to recommendation for licensure in one of the following areas: English, mathematics, science (biology or chemistry), or social science (history, political science, or sociology/anthropology).

Candidates seeking a bachelor's degree and teacher licensure should expect that their total program of study may exceed the minimum number of hours required for graduation.

In addition to the required courses below for Secondary Teachers Licensure, students may need additional courses to fulfill licensure requirements in areas of general education and content specific course work to be recommended for a Professional Educator License.

## Requirements

### Introductory Courses

TEP 207	Foundations of American Education	3
TEP 223	Adolescent Development for Teachers	3
TEP 224	Exceptional Child for Teachers	3
TEP 227	Educational Psychology for Teachers	3

### Methods Courses

TEP 415	Teaching in Secondary Schools	3
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TEP 419	Content Area Literacy Methods	3
<b>Select one of the following depending on licensure area:</b>		<b>3</b>
TEP 435	English Methods for Middle and Secondary Grades	
TEP 436	Mathematics Methods for Middle and Secondary Grades	
TEP 437	Science Methods for Middle and Secondary Grades	
TEP 438	Social Studies Methods for Middle and Secondary Grades	

**Total Hours** **21**

## Student Teaching

Secondary candidates who have successfully completed all general education requirements; all introductory, core, and methods courses; all course work for the content area, and all other requirements will be eligible to complete student teaching. For secondary candidates, the student teaching semester includes two courses:

## Requirements

TEP 449	Middle Grade and High School Student Teaching Seminar	3
TEP 451	ECCE: Student Teaching - Middle Grade and High School	9

**Total Hours** **12**

Candidates are required to apply for student teaching. Applications are to be completed with a TEP Advisor within the prescribed time frame. Candidates must complete a state and federal background check as directed by the host district prior to the start of student teaching.

## Post-Baccalaureate Teacher Licensure

- Elementary Teacher Licensure (p. 61)
- Middle Grades Teacher Licensure (p. 61)
- Secondary Teacher Licensure (p. 62)

Licensure is also available to those who already hold a baccalaureate degree (or higher) from an accredited college or university in the United States and wish to enter the field of teaching. To be recommended for a Professional Educator License, candidates must meet all entrance requirements and fulfill the same sequence of courses that candidates seeking the Elementary Major, Middle Grades Major, or the Secondary Minor are required to complete. Having a baccalaureate degree (or higher) does not exempt candidates from taking the required course work. Candidates can expect to spend a minimum of four semesters completing licensure requirements.

## Illinois State Board of Education (ISBE) Endorsement Programs include:

- Computer Applications (p. 63)
- Computer Science (p. 63)



## Prairie Area Teaching Initiative

The Prairie Area Teaching Initiative (PATI) is a TEP Departmental initiative designed to recruit students from Illinois. Graduates must make a serious commitment to teaching, for a minimum of two years, in a district in Illinois. Applications for admission to PATI are reviewed twice per year - one month prior to the beginning of the fall and spring semesters. Students are notified in writing of their acceptance. To maintain good standing in PATI and to be eligible for a tuition waiver, students must enroll in a minimum of 12 credit hours per semester (including TEP course work); maintain a 3.0 grade point average; enroll in the appropriate PATI course; conduct a minimum of 10 hours per semester of community service; and abide by all policies and procedures of PATI. Students failing to maintain any one of these requirements will be given one semester of probationary status and will be withdrawn if said deficiencies are not remedied. For more information, please visit the PATI website, or call 217-206-7008.

## Online Degree

**Please Note:** that Elementary Education is not an online program.

- Computer Application (p. 63)
- Computer Science (p. 63)
- Middle Grades Education (p. 59)
- Secondary English Education (p. 59)
- Secondary History Education (p. 60)
- Secondary Mathematics Education (p. 60)

The Department of Teacher Education offers online sections for all middle grade, secondary, introductory, and core courses. TEP courses use a blended learning format; 300-400 level TEP online courses require participants to attend two to three mandatory weekend campus conferences each semester. The same departmental admission requirements apply to all online courses except for those participants earning credits for professional development. Candidates in online courses should understand that these courses require a significant time commitment of approximately 8-10 hours per week in order to address the same learning objectives as courses that are delivered on campus.

## Elementary Education

Course work for candidates falls into five categories: general education, introductory courses, core courses, methods courses, student teaching, and academic content area.

### Requirements

#### Introductory Courses

TEP 207	Foundations of American Education	3
Select one of the following:		3-4
TEP 222	Child Development for Teachers <sup>1</sup> or PSY 322 Child Development	
Select one of the following:		3-4
TEP 224	Exceptional Child for Teachers <sup>1</sup> or PSY 324 Exceptional Child	
Select one of the following:		3-4

TEP 227	Educational Psychology for Teachers <sup>1</sup> or PSY 327 Educational Psychology	
<b>Total Hours</b>		<b>12-15</b>

<sup>1</sup> Candidates with a psychology content area should consult with the TEP advisor and the psychology advisor concerning appropriate psychology course work.

#### Core Courses

TEP 305	Technology For Teaching	3
TEP 315	Managing the Diverse Classroom	3
TEP 318	Curriculum, Planning, and Assessment	3
<b>Total Hours</b>		<b>9</b>

#### Methods Courses

TEP 211	Wellness for Elementary Teachers	1
TEP 423	Methods of Elementary Reading and Language Arts	3
TEP 424	Methods of Elementary Mathematics	3
TEP 425	Methods of Elementary Social Studies and Humanities	3
TEP 426	Methods of Elementary Science	3
<b>Total Hours</b>		<b>13</b>

**Important Note:** TEP 211 is a one credit hour Physical Education methods course. This methods course does not require any field experience hours.

## Student Teaching

Elementary candidates who have completed all general education requirements; all introductory, core, and methods courses; and all course work for their academic content area (area of concentration for non-degree seeking licensure candidates), and all other requirements will be eligible to complete student teaching. For elementary candidates, the student teaching semester includes two courses:

### Requirements

TEP 448	Elementary and Middle Grades Student Teaching Seminar	3
TEP 450	ECCE: Student Teaching - Elementary and Middle Grade <sup>2</sup>	9
<b>Total Hours</b>		<b>12</b>

<sup>2</sup> This course fulfills the ECCE Engagement Experience requirement.

Candidates are required to apply for student teaching. Applications are to be completed with the TEP advisor within the prescribed time frame. Candidates must complete a state and federal background check as directed by the host district prior to the start of student teaching.

**IMPORTANT NOTE:** All TEP candidates should consult with their academic content advisor to confirm any additional ECCE requirements.

## Middle Grades Education

Course work for Middle Grades candidates falls into five categories: general education, introductory courses, core courses, methods courses, content area courses, and student teaching.

### Requirements

#### Introductory Courses

TEP 207	Foundations of American Education	3
TEP 223	Adolescent Development for Teachers	3
TEP 224	Exceptional Child for Teachers	3
TEP 227	Educational Psychology for Teachers	3

**Total Hours** **12**

#### Core Courses

TEP 305	Technology For Teaching	3
TEP 315	Managing the Diverse Classroom	3
TEP 318	Curriculum, Planning, and Assessment	3

**Total Hours** **9**

#### Methods Courses

TEP 405	Teaching in the Middle School	3
TEP 419	Content Area Literacy Methods	3

**Total Hours** **6**

### Content Area Endorsements

Middle Grades candidates choose one of the following content areas:

- English Language Arts
- Math
- Science
- Social Science

### Student Teaching

Middle Grades candidates who have completed all general education requirements; all introductory, core, and methods courses; and all course work for content area, and all other requirements will be eligible to complete student teaching. The student teaching semester includes two courses. Candidates must consult with their advisor to determine which set of student teaching courses is appropriate.

### Requirements

**Select one set of the following depending on licensure area: 12**

TEP 448	Elementary and Middle Grades Student Teaching Seminar	
TEP 450	ECCE: Student Teaching - Elementary and Middle Grade <sup>1</sup>	

#### OR

TEP 449	Middle Grade and High School Student Teaching Seminar	
TEP 451	ECCE: Student Teaching - Middle Grade and High School <sup>1</sup>	

**Total Hours** **12**

<sup>1</sup> This course fulfills the ECCE Engagement Experience requirement.

Candidates are required to apply for student teaching. Applications are to be completed with the TEP advisor within the prescribed time frame. Candidates must complete a state and federal background check as directed by the host district prior to the start of student teaching.

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

## Secondary English Education

Course work for Secondary English Education candidates falls into five categories: general education, introductory courses, core courses, methods courses, content area courses, and student teaching.

### Requirements

#### Introductory Courses

TEP 207	Foundations of American Education	3
TEP 223	Adolescent Development for Teachers	3
TEP 224	Exceptional Child for Teachers	3
TEP 227	Educational Psychology for Teachers	3

**Total Hours** **12**

#### Core Courses

TEP 305	Technology For Teaching	3
TEP 315	Managing the Diverse Classroom	3
TEP 318	Curriculum, Planning, and Assessment	3

**Total Hours** **9**

#### Methods Courses

TEP 415	Teaching in Secondary Schools	3
TEP 419	Content Area Literacy Methods	3
TEP 435	English Methods for Middle and Secondary Grades	3

**Total Hours** **9**

#### Content Courses

ENG 137	Introduction to Literature	3
ENG 152	Introduction to World Literature	3
ENG 241	Early British Literature	3
or ENG 242	British Literature Since 1600	
ENG 245	Early American Literature	3
or ENG 246	American Literature-1865 to the Present	
ENG 303	Research Methods in English Studies	3
ENG 306	Introduction to Linguistics	3
ENG 309	Professional Writing	3
ENG 342	Playing Shakespeare	3-4
or ENG 448	The Shakespeare Project	
ENG 365	Children's and Young Adult Literature	3
ENG 404	History of English Language	3

#### Electives

300-400 Level Literature <sup>1</sup> **12**

Any level Literature <sup>1</sup>	
<b>Total Hours</b>	<b>45</b>

<sup>1</sup> Advisor approval by a Student Petition is required

## Student Teaching

Secondary candidates who have completed all general education requirements; all introductory, core, and methods courses; and all course work for content area, and all other requirements will be eligible to complete student teaching. The student teaching semester includes two courses.

Candidates are required to apply for student teaching. Applications are to be completed with the TEP advisor within the prescribed time frame. Candidates must complete a state and federal background check as directed by the host district prior to the start of student teaching.

### Course Requirements

TEP 449	Middle Grade and High School Student Teaching Seminar	3
TEP 451	ECCE: Student Teaching - Middle Grade and High School <sup>1</sup>	9
<b>Total Hours</b>		<b>12</b>

<sup>1</sup> TEP 451: This course fulfills the ECCE Engagement Experience requirement

## Secondary History Education

Course work for Secondary History Education candidates falls into five categories: general education, introductory courses, core courses, methods courses, content area courses, and student teaching.

## Requirements

### Introductory Courses

TEP 207	Foundations of American Education	3
TEP 223	Adolescent Development for Teachers	3
TEP 224	Exceptional Child for Teachers	3
TEP 227	Educational Psychology for Teachers	3
<b>Total Hours</b>		<b>12</b>

### Core Courses

TEP 305	Technology For Teaching	3
TEP 315	Managing the Diverse Classroom	3
TEP 318	Curriculum, Planning, and Assessment	3

### Method Courses

TEP 415	Teaching in Secondary Schools	3
TEP 419	Content Area Literacy Methods	3
TEP 438	Social Studies Methods for Middle and Secondary Grades	3

### Content Courses

ENS 332	ECCE: Cultural Geography	3-4
or ENS 304	Mapping our Physical and Social World	
or ENS 411	ECCE: Introduction to Environmental Education	
or TEP 335	Teaching Middle Grades Geography and Interdisciplinary Social Studies	

HIS 118	Making of the West	3
HIS 160	Topics in Middle Eastern History	3
or HIS 365	ECCE: Culture Wars/Europe	
or HIS 375	ECCE: Conflict in the Middle East	
HIS 202	European History	3
HIS 204	U.S. History to 1877	3
HIS 205	U.S. History Since 1877	3
HIS 301	The Historian's Craft	3
HIS 304	ECCE: Illinois History	3
PSC 171	Comparative Political Cultures	3
or PSC 201	Introduction to the American Political System	
PSY 201	Principles Of Psychology	3
SOA 101	Introduction to Sociology	3
SOA/HIS 106	Peoples of the Past	3
SOA 222	American Society	3-4
or SOA 356	ECCE: Coffee, Chocolate and Justice	
or ENS 311	ECCE: Global Change in Local Places	
or HIS 436	United States, 1945-Present	

**Electives** **6-9**

ENS 411	ECCE: Introduction to Environmental Education	4
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Or any HIS, AAS, PSC, or SOA

**Total Hours** <sup>1</sup>

<sup>1</sup> Elective Social Science credits allow students to meet the 120-credit hour degree requirement, so the credits will vary based upon student choice in other degree requirements.

Secondary candidates who have completed all general education requirements; all introductory, core, and methods courses; and all course work for content area, and all other requirements will be eligible to complete student teaching. The student teaching semester includes two courses.

Candidates are required to apply for student teaching. Applications are to be completed with the TEP advisor within the prescribed time frame. Candidates must complete a state and federal background check as directed by the host district prior to the start of student teaching.

### Student Teaching

TEP 449	Middle Grade and High School Student Teaching Seminar	3
TEP 451	ECCE: Student Teaching - Middle Grade and High School <sup>1</sup>	9
<b>Total Hours</b>		<b>12</b>

## Secondary Mathematics Education

Course work for Secondary Mathematics Education candidates falls into five categories: general education, introductory courses, core courses, methods courses, content area courses, and student teaching.

## Requirements

### Introductory Courses

TEP 207	Foundations of American Education	3
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TEP 223	Adolescent Development for Teachers	3
TEP 224	Exceptional Child for Teachers	3
TEP 227	Educational Psychology for Teachers	3
<b>Total Hours</b>		<b>12</b>

**Core Courses**

TEP 305	Technology For Teaching	3
TEP 315	Managing the Diverse Classroom	3
TEP 318	Curriculum, Planning, and Assessment	3
<b>Total Hours</b>		<b>9</b>

**Methods Courses**

TEP 415	Teaching in Secondary Schools	3
TEP 419	Content Area Literacy Methods	3
TEP 436	Mathematics Methods for Middle and Secondary Grades	3
<b>Total Hours</b>		<b>9</b>

**Content Courses**

MAT 103	Trigonometry	2
MAT 115	Calculus I	4
MAT 116	Calculus II	4
MAT 302	Discrete Mathematics	4
or CSC 302	Discrete Structures	
MAT 332	Linear Algebra	4
MAT 401	History Of Mathematics	4
MAT 403	Abstract Algebra	4
MAT 404	Geometry	4
MAT 421	Statistical Methods	4
<b>Electives - MAT/CSC 100-200</b>		<b>6</b>
<b>Electives - MAT/CSC 300-400</b>		<b>6</b>
<b>Total Hours</b>		<b>46</b>

Secondary candidates who have completed all general education requirements; all introductory, core, and methods courses; and all course work for content area, and all other requirements will be eligible to complete student teaching.

Candidates are required to apply for student teaching. Applications are to be completed with the TEP advisor within the prescribed time frame. Candidates must complete a state and federal background check as directed by the host district prior to the start of student teaching.

**Requirements****Student Teaching**

TEP 449	Middle Grade and High School Student Teaching Seminar	3
TEP 451	ECCE: Student Teaching - Middle Grade and High School	9
<b>Total Hours</b>		<b>12</b>

**Elementary Teacher Licensure****Requirements****Introductory Courses**

TEP 207	Foundations of American Education	3
TEP 222	Child Development for Teachers	3
TEP 224	Exceptional Child for Teachers	3
TEP 227	Educational Psychology for Teachers	3
<b>Total Hours</b>		<b>12</b>

**Core Courses**

TEP 305	Technology For Teaching	3
TEP 315	Managing the Diverse Classroom	3
TEP 318	Curriculum, Planning, and Assessment	3
<b>Total Hours</b>		<b>9</b>

**Methods Courses**

TEP 211	Wellness for Elementary Teachers	1
TEP 423	Methods of Elementary Reading and Language Arts	3
TEP 424	Methods of Elementary Mathematics	3
TEP 425	Methods of Elementary Social Studies and Humanities	3
TEP 426	Methods of Elementary Science	3
<b>Total Hours</b>		<b>13</b>

**Important Note:** TEP 211 is a one credit hour Physical Education methods course. This methods course does not require any pre-clinical hours.

**Student Teaching**

Elementary candidates who have completed all general education requirements; all introductory, core, and methods courses; and all other requirements will be eligible to complete student teaching. For elementary candidates, the student teaching semester includes two courses:

TEP 448	Elementary and Middle Grades Student Teaching Seminar	3
TEP 450	ECCE: Student Teaching - Elementary and Middle Grade	9
<b>Total Hours</b>		<b>12</b>

Candidates are required to apply for student teaching. Applications are to be completed with the TEP advisor within the prescribed time frame. Candidates must complete a state and federal background check as directed by the host district prior to the start of student teaching.

**Middle Grades Teacher Licensure****Requirements****Introductory Courses**

TEP 207	Foundations of American Education	3
TEP 223	Adolescent Development for Teachers	3

TEP 224	Exceptional Child for Teachers	3
TEP 227	Educational Psychology for Teachers	3
<b>Total Hours</b>		<b>12</b>

**Core Courses**

TEP 305	Technology For Teaching	3
TEP 315	Managing the Diverse Classroom	3
TEP 318	Curriculum, Planning, and Assessment	3

<b>Total Hours</b>		<b>9</b>
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**Methods Courses**

TEP 405	Teaching in the Middle School	3
TEP 419	Content Area Literacy Methods	3

<b>Total Hours</b>		<b>6</b>
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**Content Area Endorsements**

Middle Grades candidates choose one of the following content areas:

Math  
Language Arts  
Science  
Social Science

**Student Teaching**

Middle Grades candidates who have completed all general education requirements; all introductory, core, and methods courses; and all course work for their content area, and all other requirements will be eligible to complete student teaching. The student teaching semester includes two courses. Candidates must consult with their advisor to determine which set of student teaching courses is appropriate.

**Requirements**

**Select one set of the following depending on licensure area: 12**

TEP 448	Elementary and Middle Grades Student Teaching Seminar	
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TEP 450	ECCE: Student Teaching - Elementary and Middle Grade	
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OR

TEP 449	Middle Grade and High School Student Teaching Seminar	
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TEP 451	ECCE: Student Teaching - Middle Grade and High School	
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<b>Total Hours</b>		<b>12</b>
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Candidates are required to apply for student teaching. Applications are to be completed with the TEP advisor within the prescribed time frame. Candidates must complete a state and federal background check as directed by the host district prior to the start of student teaching.

**Secondary Teacher Licensure**

In addition to the required courses below for Secondary Teachers Licensure, students may need additional courses to fulfill licensure requirements in areas of general education and content specific course work to be recommended for a Professional Educator License.

**Requirements****Introductory Courses**

TEP 207	Foundations of American Education	3
TEP 223	Adolescent Development for Teachers	3
TEP 224	Exceptional Child for Teachers	3
TEP 227	Educational Psychology for Teachers	3

<b>Total Hours</b>		<b>12</b>
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**Core Courses**

TEP 305	Technology For Teaching	3
TEP 315	Managing the Diverse Classroom	3
TEP 318	Curriculum, Planning, and Assessment	3

<b>Total Hours</b>		<b>9</b>
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**Methods Courses**

TEP 415	Teaching in Secondary Schools	3
TEP 419	Content Area Literacy Methods	3

Select one of the following depending on licensure area: 3

TEP 435	English Methods for Middle and Secondary Grades	
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TEP 436	Mathematics Methods for Middle and Secondary Grades	
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TEP 437	Science Methods for Middle and Secondary Grades	
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TEP 438	Social Studies Methods for Middle and Secondary Grades	
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<b>Total Hours</b>		<b>9</b>
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**Student Teaching**

Secondary candidates who have successfully completed all general education requirements; all introductory, core, and methods courses; all course work for the content area, and all other requirements will be eligible to complete student teaching. For secondary candidates, the clinical practice semester includes two courses:

**Requirements**

TEP 449	Middle Grade and High School Student Teaching Seminar	3
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TEP 451	ECCE: Student Teaching - Middle Grade and High School	9
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<b>Total Hours</b>		<b>12</b>
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Candidates are required to apply for clinical student teaching. Applications are to be completed with a TEP Advisor within the prescribed time frame. Candidates must complete a state and federal background check as directed by the host district prior to the start of student teaching.



## Computer Application Endorsement

### Endorsement

The course work in Computer Application provides current teachers with computer application understanding, such as hardware, software, networking, and use of computers in education. Completion may lead to a subsequent endorsement from the Illinois State Board of Education.

### Degree Opportunity

Add the endorsement courses to a Bachelor of Arts in Elementary Education, Middle Grades, or a Secondary Education program to earn this as a subsequent endorsement in addition to the teaching license.

### Requirements

#### Required Courses

CSC 225	Computer Programming Concepts I	3
CSC 366	Introduction to Networking	4
CSC 367	Introduction to Cybersecurity	4
EDL 518	Educational Technology Systems	4
TEP 305	Technology For Teaching	3

**Total Hours** 18

## Computer Science Endorsement

### Endorsement

The course work in Computer Application provides current teachers with computer application understanding, such as hardware, software, networking, and use of computers in education. Completion may lead to a subsequent endorsement from the Illinois State Board of Education.

### Degree Opportunity

Add the endorsement courses to a Bachelor of Arts in Elementary Education, Middle Grades, or a Secondary Education program to earn this as a subsequent endorsement in addition to the teaching license.

### Requirements

#### Required Courses

CSC 225	Computer Programming Concepts I	3
<b>Choose one of the following</b>		<b>4</b>
CSC 302	Discrete Structures	
CSC 472	Introduction to Database Systems	
CSC 366	Introduction to Networking	4
CSC 367	Introduction to Cybersecurity	4
TEP 305	Technology For Teaching	3

**Total Hours** 18

## College of Liberal Arts and Sciences

### Contact Information

**Website:** [www.uis.edu/clas/](http://www.uis.edu/clas/)

**Email:** [clas@uis.edu](mailto:clas@uis.edu)

**Office Phone:** (217) 206-6512

**Office Location:** UHB 3000

Lan Dong, Interim Dean

Tena Helton, Interim Associate Dean

The College of Liberal Arts and Sciences represents many of the fundamental building blocks of human knowledge. These disciplines are traditionally clustered into the arts, humanities, social sciences, mathematics and computer science, and the natural sciences.

What binds all of these varied ways of knowing together is the common intellectual skills they stress — the ability to think deeply and systematically about significant questions, to communicate effectively, and to reach well-researched and sustainable conclusions. The liberal arts and sciences adhere to the central academic value of education as freeing the human mind from prejudice and parochialism through reasoned discourse.

The College contributes many of the courses in the UIS general education curriculum, which offers opportunities for personal enrichment and exploration, and promotes engaged citizenship. College faculty are dedicated teacher-scholars. Over one-third of the faculty have significant international experience and bring these perspectives to the classroom. Teaching is a central focus and many faculty have been recognized for their excellence in the classroom. They have produced research in the form of books, articles, exhibits and performances. They are deeply involved also in mentoring undergraduate and graduate students in research projects in the classroom, studio, laboratory, and at field facilities. College disciplines are taught using state-of-the-art classrooms, computer labs, and dedicated spaces for clinical observation, performance practice, and media production. Students have ample opportunities to learn in field — at the campus observatory, the UIS Greenhouse, or the Therkildsen Field Station at Emiquon Preserve, for example.

Co-curricular activities are plentiful with the Visual Arts Gallery, Music and Theatre performances, and a variety of student clubs and academic honor societies. The College offers a number of the university's online degrees which are taught primarily by full-time faculty and nationally recognized. Support programs for students include The Learning Hub, which offers free academic support services in Mathematics, Sciences, Writing and Academic skills in one-to-one tutoring, workshops, presentations, and online tutoring.

In addition to a university-wide emphasis on student-centered educational experiences, the College of Liberal Arts & Sciences has a mission to provide a broad education for success by encouraging student participation in an interdependent, diverse, and rapidly changing world where learners may become leaders and citizens of transformation in their local and global communities.

# African-American Studies

## Contact Information

**Website:** [www.uis.edu/africanamericanstudies/](http://www.uis.edu/africanamericanstudies/)

**Email:** [aas@uis.edu](mailto:aas@uis.edu) or [kkema2@uis.edu](mailto:kkema2@uis.edu)

**Office Phone:** (217) 206-6779

**Office Location:** UHB 3050

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

## African-American Studies Minor

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

## Requirements

### Required Courses

AAS 301	ECCE: African American Studies (Required for Minor)	3
Select one of the following history focused courses:		3-4
AAS 241	ECCE: Survey of African American History I (Recommended for Minor)	
AAS 266	Apartheid and Resistance	
Or one upper-division elective focused on history:		
AAS 335	ECCE: Black Women in Film History	
AAS 432/ PSC 404	ECCE: African Americans and American Politics	
AAS 433	ECCE: Civil Rights Movement of the Twentieth Century	
AAS 465	ECCE: Black Women Writers	
Select one of the following literature and culture courses:		3-4
AAS 261/ ENG 231	Survey of African American Literature (Recommended for Minor)	
AAS 262/ ENG 232	Calabash: Caribbean Literature and Culture	
Or one upper-division elective focused on literature and culture:		
AAS 362	ECCE: Multicultural American Novels	
AAS 368	ECCE: African American Popular Fiction	
AAS 375	ECCE: African American Popular Culture	
AAS 439	African And Diaspora Music	

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

### Total Hours

15

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

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

## Astronomy/Physics

### Contact Information

**Website:** [www.uis.edu/astronomy/](http://www.uis.edu/astronomy/)

**Email:** [asp@uis.edu](mailto:asp@uis.edu)

**Office Phone:** (217) 206-6589

**Office Location:** HSB 314

## Thematic Activity

The Astronomy-Physics option provides courses and laboratory work in astronomy and physics. Facilities feature an on-campus astronomical observatory with a 14-inch Schmidt-Cassegrainian telescope, 8-inch Newtonian telescope, 3-inch comets telescope and an eight-inch fixed focal point telescope for persons with disabilities. A 20-inch telescope and a 16-inch telescope are installed under dark skies at a site remote from the campus. They are used for training advanced students and for research work in photometry and spectroscopy. Opportunities are provided for students to do research with Astronomy-Physics faculty.

## Degree Opportunities

Students with an interest in Astronomy/Physics and who want to earn a related degree are encouraged to consider B.A. degrees offered by Mathematical Sciences, Chemistry, or Computer Science. Each of those are related subjects that allow for opportunities to satisfy B.A. degree requirements with research or directed study in Astronomy/Physics.

# Biochemistry

## Contact Information

**Website:** [www.uis.edu/chemistry](http://www.uis.edu/chemistry)

**Email:** [che@uis.edu](mailto:che@uis.edu)

**Office Phone:** (217) 206-6589

**Office Location:** HSB 314

- Bachelor of Science

The Biochemistry curriculum is designed to prepare students for the biomedical sciences and/or health professions through a strong background in chemistry and its application to biological systems. The degree, hosted by the Chemistry Department, meets or exceeds the requirements for those students pursuing a professional degree, e.g. medicine, dentistry, and pharmacy, as well as those interested in graduate work in associated sciences, e.g. biochemistry, pharmacology, and molecular biology. The department is accredited by the American Chemical Society's Committee on Professional Training and the curriculum meets the recommendations of the American Society for Biochemistry and Molecular Biology.

## Undergraduate Research

One of the advantages of earning a Biochemistry degree from UIS is involvement in hands-on original lab research. The requirement is fulfilled by earning three credits of CHE 302 or CHE 400 ECCE: Undergraduate Research. These credits can be earned on campus in a project with one of the Chemistry Department faculty, another faculty member in the Sciences, or in an off-campus research internship. Both courses include a final written report of the research results and a professional presentation. Contact a Chemistry faculty member to discuss possible projects or to get approval of a research opportunity outside the department.

The three credits of CHE 302 or CHE 400 meet the University requirements for three credits of ECCE Engaged Citizenship. Additional Engaged Citizenship credits can be earned in an internship. There are local paid internships in the sciences. Contact the Internships and Prior Learning office for the current list of available internships at (217) 206-6640.

## Honors in Biochemistry

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

1. Complete all degree requirements
2. Earn a minimum cumulative GPA of 3.0 for all UIS Chemistry courses and 3.50 for UIS courses overall
3. Make a public presentation of the results of undergraduate research (CHE 302 or CHE 400 or similar experiential learning project)

## The Bachelor's Degree

### Advising

Students wishing to major in Biochemistry should consult with an academic advisor upon admission to the University to make sure they are taking their required courses in the proper sequence. In order to declare a Biochemistry major, students need to complete a Change of

Curriculum form on the Records and Registration website. There is no separate admission to the major.

First-year students should contact the science advisor in the Center for Academic Success and Advising. Students with more than 30 hours (transfer students and sophomores) should contact the College of Liberal Arts and Sciences Academic Professional. We suggest that you meet with your advisor at least one time each semester to discuss courses, careers, and research opportunities.

It is imperative that students beyond their first year regularly consult with a faculty member in the Chemistry department regarding their major.

Refer to the Chemistry website at [www.uis.edu/chemistry/](http://www.uis.edu/chemistry/) to view the department's *Sample Curriculum / Program Guide*.

## Grading Policy

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

## Assessment of Learning within the Discipline

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

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

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

## General Education

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

## Requirements

### Required Courses

<b>Life Science</b>		
BIO 141	General Biology I	4
<b>Physical Science</b>		
CHE 141	General Chemistry I	4
<b>Mathematical Skills</b>		
MAT 115	Calculus I	4
<b>Applied Mathematics</b>		
MAT 121	Applied Statistics	3

**ECCE Engagement Experience**

CHE 400	ECCE: Undergraduate Research	3
or CHE 302	ECCE: Undergraduate Research	

**Introductory Courses**

CHE 141	General Chemistry I	4
CHE 142	General Chemistry II	4
CHE 143	Recitation for General Chemistry I	0
CHE 144	Recitation for General Chemistry II	0
CHE 267	Organic Chemistry I	3
CHE 268	Organic Chemistry I Laboratory	1
CHE 269	Organic Chemistry II	3
CHE 271	Organic Chemistry II Lab	1

**Calculus (one year):**

MAT 115	Calculus I	8
& MAT 116	and Calculus II	

**Physics (one year):**

ASP 201	University Physics I	8
& ASP 202	and University Physics II	

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**Total Hours** **32**

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

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

**Intermediate and Advanced Courses**

CHE 301	General Seminar	3
or BIO 301	General Seminar	
CHE 321	Chemical Analysis	4
CHE 400	ECCE: Undergraduate Research	3
or CHE 302	ECCE: Undergraduate Research	
CHE 401	Physical Chemistry I - Thermodynamics	3
CHE 418	Bioanalytical Chemistry	3
CHE 475	General Biochemistry	3
CHE 476	General Biochemistry Laboratory	2
CHE 485	Advanced Biochemistry	4

**400-level Chemistry Electives** **3**

**Upper Division Biology Electives (choose from the list below):** **6**

BIO 311	Cell Biology
BIO 381	Genetics
BIO 425	Medicinal Chemistry
or CHE 425	Medicinal Chemistry
BIO 432	Introduction to Neuroscience
or CHE 432	Introduction to Neuroscience

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**Total Hours** **34**

# Biology

**Contact Information**

**Website:** [www.uis.edu/biology/](http://www.uis.edu/biology/)

**Email:** [bio@uis.edu](mailto:bio@uis.edu)

**Office Phone:** (217) 206-6630

**Office Location:** HSB 314

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

## Departmental Goals and Objectives

The B.S. degree in Biology is designed to augment student learning, build a broad foundational understanding of biological sciences, create relevant competencies in scientific practices, and develop critical-thinking and problem-solving skills to address current scientific issues.

The degree includes a broad curriculum with biology courses and integral supporting disciplines; that also allows flexibility for students and their advisors to construct a degree that prepares the student for a variety of fields of interest in the biological sciences. The curriculum is delivered by faculty with diverse interests, providing opportunities to participate in research in many areas including molecular, cellular, organismal and ecological fields of study.

With a foundational curriculum and research opportunities available, the B.S. degree prepares students to continue their careers in biological sciences in industry, government, and academia. Graduates from UIS with a B.S. in Biology have entered their professional careers as laboratory and field technicians, scientific sales representatives, biology project managers, and secondary teachers. Other graduates have successfully continued their academic careers in graduate school and professional schools for medicine, dentistry, physical therapy, pharmacy, and veterinary medicine.

## Internships and Undergraduate Research

Students can gain practical professional experience by participating in an internship through the Internships and Prior Learning (IPL) programs. Placements have included state agencies such as the Illinois State Museum, Illinois Environmental Protection Agency, Illinois Department of Natural Resources as well internships at SIU School of Medicine, Lincoln Memorial Garden, or local Veterinary Clinics. Students may also conduct research with Biology faculty members (BIO 400 ECCE: Undergraduate Research). These experiences can count toward a student's ECCE Engagement requirements. Please note that courses can only count toward fulfillment of one requirement. BIO 400 can be used as either ECCE Engagement or a BIO elective, but the same credits cannot be used for both. A student can take four credits of BIO 400 for their elective and an additional three credits of BIO 400 for ECCE Engagement if they want to fulfill both requirements through a research experience (seven credits total).

## Undergraduate Honors in Biology

Biology majors with a cumulative GPA greater than 3.25 at U.I.S. may elect to participate in the Biology Honors option. In addition to Biology Department and UIS requirements, honors students must maintain a minimum cumulative GPA of 3.25, successfully complete BIO 302 Honors Seminar, BIO 400 ECCE: Undergraduate Research, and



one course from our Advanced Biology Topics sequence (BIO 471 Advanced Ecology and Evolution, BIO 491 Advanced Cell Biology and Molecular Biology, or BIO 496 Advanced Microbiology). Students must also present their undergraduate research findings in a formal paper or public presentation (e.g., Student Technology, Arts & Research Symposium - STARS). Students must apply for participation in the honors program to the department chair, and obtain the approval of the their faculty research advisor before beginning the program.

## The Bachelor's Degree

- Pre-Medical Concentration (p. 68)
- The Science of the Environment Concentration (p. 68)

## Advising

Students with junior and senior standing should meet with the College of Liberal Arts and Sciences Biology advisor before initial registration. The student should prepare a plan to ensure that all requirements are being met and discuss this plan with the college advisor. The department recommends that students take as many Introductory courses (see below) as possible their freshman and sophomore year. BIO 301, CHE 267, CHE 268 and CHE 269 should be taken no later than spring of their junior year.

Students are expected to complete the first semester of organic chemistry before taking cell biology. Core Courses (see below) BIO 311, BIO 371, BIO 381, BIO 391 and BIO electives should be started in the junior year with emphasis on those core courses that serve as pre-requisites for future BIO electives of interest. In the senior year, students can take remaining BIO electives and Core Courses. Pre-professional students (pre-med, pre-vet, pre-pharmacy, pre-dental) should meet with a pre-professional advisor when planning their program. They should also consult the pre-professional website.

## Transfer Courses

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

## Grading Policy

To be able to enroll in upper division courses, students must earn at least a C or better in BIO 141 and BIO 142. To earn a Biology degree, students must have at least a C (2.0) average in all required courses (including biology electives). Because writing is a core skill for biologists, students must earn at least a C to receive credit in BIO 301. Those performing below this level (C- or lower) are required to retake the course.

Students declaring the BIO major complete eight semester hours in general chemistry with laboratory, seven semester hours in organic chemistry with laboratory, eight semester hours of biology courses (typically general biology with laboratory), and one course in statistics. The general chemistry and general biology courses taken need to be the introductory sequence for science majors. Up to 12 semester hours of approved lower-division courses may be transferred from an accredited institution of higher education to make up deficiencies. For students completing this course work at U.I.S., the required courses are:

## Requirements

### Introductory Courses (for core course work) <sup>1</sup>

BIO 141	General Biology I	4
BIO 142	General Biology II	4
CHE 141	General Chemistry I	4
CHE 142	General Chemistry II	4
CHE 267 & CHE 268	Organic Chemistry I and Organic Chemistry I Laboratory	4
CHE 269	Organic Chemistry II	3
MAT 121	Applied Statistics	3
<b>Total Hours</b>		<b>26</b>

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

### Core Requirements

BIO 301	General Seminar (sophomore or junior year)	3
BIO 311	Cell Biology (offered in spring, junior or senior year)	4
BIO 371	Principles Of Ecology (offered in fall, junior or senior year)	4
BIO 381	Genetics (offered in spring, junior or senior year)	4
BIO 391	Evolution (senior year preferred)	4
BIO 401	Integrative Biology: Senior Seminar (final semester)	3
BIO Electives (300 and 400 Level BIO courses, at least 2 lab courses) <sup>1</sup>		14
<b>Total Hours</b>		<b>36</b>

<sup>1</sup> BIO Electives: BIO 306 and BIO 307 (Plants and Society) do not count towards the BIO elective. All 500 level BIO courses as well as ENS 404, MPH 471, PSY 412 TEP 437, and count towards the BIO elective. Students should ask the advisor for current list of courses. At least two courses out of the 14 BIO electives credit must be lab courses.

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

## Biology Minor

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

To earn a Biology minor, students must complete a minimum of 24 hours in biology, of which at least eight hours must be upper-division courses taken at UIS. It is recommended that electives be selected in consultation with a biology faculty member or advisor. Some upper-

division courses have particular prerequisites other than general biology, please check with an advisor.

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

## Requirements

### Core Courses

BIO 141	General Biology I <sup>1</sup>	4
BIO 142	General Biology II	4

### Elective Courses

Select from the following: **16**

BIO 311	Cell Biology	
BIO 347	Medical Bacteriology	
BIO 371	Principles Of Ecology	
BIO 381	Genetics	
BIO 391	Evolution	
BIO 400	ECCE: Undergraduate Research	
BIO 402	Biometrics	
BIO 410	Topics in Biology	
BIO 428	Human Disease	
BIO 429	Human Anatomy and Physiology I	
BIO 431	Human Anatomy and Physiology II	
BIO 433	Comparative Vertebrate Biology	
BIO 444	Aquatic Ecology	
BIO 445	Biology Of Water Pollution	
BIO 446	Restoration Ecology	
BIO 447	Global Change Ecology	
BIO 448	Introduction to Immunology	
BIO 449	Introductory Immunology Lab	
BIO 451	General Botany	
BIO 455	Medical Botany	
BIO 462	Conservation Biology	
BIO 475	General Biochemistry	
BIO 476	General Biochemistry Laboratory	
BIO 485	Advanced Biochemistry	

**Total Hours** **24**

<sup>1</sup> Equivalent courses are accepted

## Pre-Medical Concentration

The Pre-Medical concentration in Biology is a 20 hour concentration. Sixteen hours are required courses and four are electives. Some of the required courses are needed to fulfill the requirements for the Bachelor's degree and students who wish to concentrate their studies in this area must complete all of the courses listed below. Ideally students will be encouraged to take both chemistry and medical lab science electives, but in order to keep the number of hours in the concentration reasonable only four credit hours of electives are required.

## Requirements

### Required Courses

ASP 201	University Physics I	4
ASP 202	University Physics II	4
CHE 269	Organic Chemistry II	3
CHE 271	Organic Chemistry II Lab	1
MAT 115	Calculus I	4

### Electives

Select one or two of the following:		4
CHE 475 & CHE 476	General Biochemistry and General Biochemistry Laboratory	
MLS 401	Clinical Chemistry I	
MLS 402	Introduction to Hematology	
MLS 403	Introduction to Immunohematology	
MLS 448	Introduction to Immunology	

**Total Hours** **20**

## Science of the Environment Concentration

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

## Requirements

### Life Science Selection

Select one of the following:		4
BIO 444	Aquatic Ecology	
BIO 445	Biology Of Water Pollution	
BIO 446	Restoration Ecology	
BIO 447	Global Change Ecology	
BIO 462	Conservation Biology	

### Physical Science Selection

Select one of the following:		4
CHE 321 & CHE 322	Chemical Analysis and Laboratory Techniques	
CHE 431	Environmental Chemistry	
ENS 463	Our Changing Climate <sup>1</sup>	
ENS 468	Environmental Geology	

### Techniques Courses

Select two of the following:		7-8
BIO 402	Biometrics	
BIO 410	Topics in Biology	
CHE 418	Bioanalytical Chemistry	
CHE 421	Instrumental Analysis	
ENS 404	Fundamentals of Geographic Information Systems	
ENS 405	Fundamentals of Remote Sensing	

### Research Course

BIO 400	ECCE: Undergraduate Research <sup>2</sup>	4
<b>Total Hours</b>		<b>19-20</b>

- <sup>1</sup> Students must select the four-hour option of this course to meet concentration requirements.
- <sup>2</sup> This must be taken in an environmentally-related research project. Students should consult with their advisor about on-going projects. Internships may also satisfy the research requirement.

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

- BIO 402– Biology Honors track students may count BIO 402 toward their Honors in Biology, as well as toward the concentration requirements.
- BIO 400– Biology majors can use BIO 400 toward their Honors in Biology.
- BIO Elective – Biology majors may use their “Life Science” selection from the concentration to satisfy their Biology elective requirement.

## Chemistry

### Contact Information

**Website:** [www.uis.edu/chemistry/](http://www.uis.edu/chemistry/)

**Email:** [che@uis.edu](mailto:che@uis.edu)

**Office Phone:** (217) 206-6589

**Office Location:** HSB 314

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

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

### Undergraduate Research

One of the advantages of getting a Chemistry degree from UIS is the requirement to conduct an original research project. This requirement is fulfilled by earning three (3) credits of CHE 302 or CHE 400. These credits can be earned on campus in a project with one of the Chemistry Department faculty or in an off-campus research internship. Both courses include a final written report of the research results and a professional presentation. Contact a Chemistry faculty member to discuss possible projects or to get approval of a research opportunity outside the department.

The three credits of CHE 302 or CHE 400 meet the University requirements for three credits of ECCE Engaged Citizenship. Additional Engaged Citizenship credits can be earned in an internship. There are many local paid internships in the sciences. Contact the Internships and Prior Learning office for the current list of available internships at (217) 206-6640.

## Honors in Chemistry

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

1. Complete all degree requirements
2. Earn a minimum cumulative GPA of 3.0 for all UIS Chemistry courses and 3.50 for UIS courses overall
3. Make a public presentation of the results of undergraduate research (CHE 400 or similar experiential learning project)

## The Bachelor's Degree

- Pre-Medical Concentration (p. 71)
- The Science of the Environment Concentration (p. 71)

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

## Advising

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

First-year students should contact the science advisor in the Center for Academic Success and Advising. Students with more than 30 hours (transfer students and sophomores) should contact the College of Liberal Arts and Sciences Advising Professional. We suggest that you meet with your advisor one time each semester to discuss courses, careers, and research opportunities. All of the faculty in the Chemistry Department are available for advising as well.

Refer to the Chemistry website at [www.uis.edu/chemistry/](http://www.uis.edu/chemistry/) to view the department’s *Sample Curriculum / Program Guide*.

## Grading Policy

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

## Assessment of Learning within the Discipline

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

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

- Participate in the chemical profession

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

## General Education

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

## Requirements

### Life Science

BIO 141	General Biology I	4
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### Physical Science

CHE 141	General Chemistry I	4
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### Mathematical Skills

MAT 115	Calculus I	4
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### Applied Mathematics

MAT 116	Calculus II	4
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### ECCE Engagement Experience

CHE 400	ECCE: Undergraduate Research	3
or CHE 302	ECCE: Undergraduate Research	

### Introductory Courses

CHE 141	General Chemistry I	4
CHE 142	General Chemistry II	4
CHE 143	Recitation for General Chemistry I	0
CHE 144	Recitation for General Chemistry II	0
CHE 267	Organic Chemistry I	3
CHE 268	Organic Chemistry I Laboratory	1
CHE 269	Organic Chemistry II	3
CHE 271	Organic Chemistry II Lab	1

### Calculus (one year):

MAT 115	Calculus I	8
& MAT 116	and Calculus II	

### Physics (one year):

ASP 201	University Physics I	8
& ASP 202	and University Physics II	

<b>Total Hours</b>		<b>32</b>
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Transfer students with deficiencies in the introductory courses may enter the program conditionally but will be required to make up the deficiencies during their first year of study. This extra work may mean that some students will require more than four years to complete the B.S. degree. Transcripts submitted by transfer students must show that the following course requirement categories have been met:

- General Chemistry I and II,
- Organic Chemistry with lab (one year)

- Calculus (one year)
- Physics, calculus based (one year).

## Requirements

### Intermediate and Advanced Courses

CHE 301	General Seminar	3
or BIO 301	General Seminar	
CHE 302	ECCE: Undergraduate Research	1-6
or CHE 400	ECCE: Undergraduate Research	
CHE 321	Chemical Analysis	4
CHE 401	Physical Chemistry I - Thermodynamics	3
CHE 402	Physical Chemistry II	3
CHE 421	Instrumental Analysis	4
CHE 475	General Biochemistry	5
& CHE 476	and General Biochemistry Laboratory	

<b>Chemistry Electives (300 or 400-level)</b>		<b>6</b>
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<b>Total Hours</b>		<b>29-34</b>
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## Chemistry Minor

This minor is only open to students who are NOT majoring in biochemistry.

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

## Requirements

### Required Courses

CHE 141	General Chemistry I	4
CHE 142	General Chemistry II	4
CHE 267	Organic Chemistry I	3
CHE 268	Organic Chemistry I Laboratory	1

### Electives

<b>Select from the following:</b>		<b>7</b>
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CHE 400	ECCE: Undergraduate Research	
CHE 480	Special Topics In Chemistry	

### Analytical Chemistry

CHE 321	Chemical Analysis	4
CHE 421	Instrumental Analysis	4
CHE 431	Environmental Chemistry	4

### Organic and Biochemistry

CHE 269	Organic Chemistry II	
CHE 271	Organic Chemistry II Lab	
CHE 418	Bioanalytical Chemistry	
CHE 475	General Biochemistry	
CHE 476	General Biochemistry Laboratory	
CHE 485	Advanced Biochemistry	

### Physical and Inorganic Chemistry

CHE 401	Physical Chemistry I - Thermodynamics	
CHE 402	Physical Chemistry II	

<b>Total Hours</b>		<b>31</b>
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## Pre-Medical Concentration

### Requirements

#### Required Courses

BIO 142	General Biology II	4
CHE 485	Advanced Biochemistry	4

#### Biology Elective

Select one of the following: 4

BIO 311	Cell Biology	
BIO 381	Genetics	

#### Medical Laboratory Science Electives

Select at least three hours from the following: 3

MLS 401	Clinical Chemistry I	
MLS 402	Introduction to Hematology	
MLS 403	Introduction to Immunohematology	
MLS 411	Health Care Management	
MLS 448	Introduction to Immunology	

**Total Hours** 15

## The Science of the Environment Concentration

Students who choose the Science of the Environment concentration must take 18-19 credit hours of courses for their electives:

### Requirements

#### Life Science Selection

Select one of the following: 4

BIO 371	Principles Of Ecology	
BIO 444	Aquatic Ecology	
BIO 445	Biology Of Water Pollution	
BIO 446	Restoration Ecology	
BIO 447	Global Change Ecology	
BIO 462	Conservation Biology	

#### Physical Science Selection

Select one of the following: 4

CHE 431	Environmental Chemistry	
ENS 463	Our Changing Climate <sup>1</sup>	
ENS 468	Environmental Geology	

#### Techniques Courses

Select two of the following: 7-8

BIO 402	Biometrics	
BIO 410	Topics in Biology	
CHE 418	Bioanalytical Chemistry	
ENS 404	Fundamentals of Geographic Information Systems	
ENS 405	Fundamentals of Remote Sensing	

#### Research Courses

CHE 400	ECCE: Undergraduate Research <sup>2</sup>	3
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**Total Hours** 18-19

- <sup>1</sup> Students must take the four-hour option of ENS 463 to meet concentration credit-hour requirements.
- <sup>2</sup> This course should be completed in a collaborative research project that is ongoing between biology and chemistry faculty. Students should consult with their advisor about on-going projects.

## Communication

### Contact Information

**Website:** [www.uis.edu/communication/](http://www.uis.edu/communication/)

**Email:** [com@uis.edu](mailto:com@uis.edu)

**Office Phone:** (217) 206-6790

**Office Location:** UHB 3010

- Bachelor of Arts
- Minor

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

## The Bachelor's Degree

The undergraduate degree in Communication has three main objectives

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

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

## Advising

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

## Grading Policy

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

## Transfer Credit

Transfer credits from other institutions may not be used to substitute for introductory core courses. However, students may submit a Student Petition to use them to satisfy other parts of the major or minor, provided the credit is for an upper-division course equivalent to one

offered by the Communication Department and that the grade earned was a C or better (grades of C- or lower will not be accepted).

### Course Repetition

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

### Credit for Prior Learning

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

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

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

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

### Requirements

#### Required Courses

COM 302	Introduction to Interpersonal/Organizational Communication	4
COM 303	Introduction to Mass Media	4
COM 495	Exit Assessment	0
	Communication emphasis requirements (primary topical area) *	16
	Communication distribution requirements (from other than primary topical area) *	8

#### Journalism/Media Studies

COM 306	Photography II
COM 309	Introduction to Social Media
COM 311	Audio Production
COM 312	Multimedia Reporting
COM 313	Introduction to Radio
COM 314	Radio Practicum
COM 337	Digital Media: Print
COM 338	Digital Media: Web
COM 339	Digital Media: Animation
COM 341	Media and Social Change
COM 352	Visual Storytelling and Reporting
COM 403	Feature Writing

COM 404	Media Law And Ethics
COM 405	Editing
COM 407	Photojournalism & Photo Documentary: Storytelling in Images
COM 437	Digital Media: Typography
COM 444	Advanced Media Writing
COM 447	Media Criticism
COM 448	Advertising
COM 451	Journalism/Media Studies: Practicum
COM 452	Entrepreneurial Journalism
COM 453	Advanced Visual Field Reporting
COM 461	Fake News and Fact-Checking
COM 472	Political Communication in the United States
COM 479	Global Media and Communication
COM 477	ECCE: Global Media and Culture:China

#### Interpersonal/Organizational

COM 205	Speech & Debate Experience I
COM 305	Speech & Debate Experience II
COM 323	Voice and Movement
COM 373	Intermediate Acting
COM 421	Advanced Interpersonal Communication
COM 422	Small Group Communication
COM 423	Dating and Relating
COM 424	Gender Communication
COM 425	ECCE: Intercultural Communication
COM 428	Nonverbal Communication
COM 431	Interpersonal Communication: Practicum
COM 463	Organizational Communication
COM 464	Conflict Management
COM 468	Persuasion
COM 471	Communication Ethics
COM 476	Directing for the Theatre
COM 478	ECCE:Communicating About Race

#### May count in either topical area

COM 362	Introduction to Public Relations
COM 411	Computer-Mediated Interpersonal Communication
COM 459	The Beatles: Popular Music and Society
COM 462	Writing For Public Relations
COM 465	Interviewing

**Total Hours** **32**

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

### Course Offerings

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

### Communications Minor

There are no prerequisites for entry into the Communications minor. Students are advised to take a basic core course (COM 302 or COM 303) before or concurrent with other courses.

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

## Requirements

### Core Courses

COM 302	Introduction to Interpersonal/Organizational Communication	4
or COM 303	Introduction to Mass Media	

Plus a choice of any three 300-level or 400-level COM courses, or 12 a 200-level COM course (by Student Petition)

## Online Degree

- Communication (p. 71)

The Bachelor of Arts degree in Communication has the same degree requirements and faculty as the on-ground format. Our online program provides students the opportunity to actively participate in a diverse and dynamic learning community, while they complete their degrees in their free time via modern technologies.

## Computer Science

### Contact Information

**Website:** [www.uis.edu/csc](http://www.uis.edu/csc)

**Email:** [csc@uis.edu](mailto:csc@uis.edu)

**Office Phone:** (217) 206-6770

**Office Location:** UHB 3100

- Bachelor of Science
- Minor

The Computer Science Department also offers the Bachelor of Science in Information Systems Security

## Departmental Goals and Objectives

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

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

Students have access to an outstanding variety of computing systems including a virtual server farm, a parallel processing cluster, and a hands-on network laboratory.

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

The Computer Science Department has been designated as a National Center of Academic Excellence in Cyber Defense Education. The National Security Agency (NSA) and the Department of Homeland Security (DHS) jointly sponsor the National Centers of Academic Excellence in Cyber Defense Education Program. The goal of this program is to reduce vulnerability in our national information infrastructure by promoting higher education and research in IA and producing a growing number of professionals with IA expertise in various disciplines.

Computer laboratories are open evenings and weekends; some systems are available 24 hours a day. On-campus students have high-speed, wired and wireless internet access. The virtual server farm hosts over 2,200 virtual machines that our online and on-campus students leverage to gain a better understanding of material presented in classes.

## Assessment

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

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

## Internships

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

## The Bachelor's Degree

### Advising

On acceptance, students are assigned an academic advisor. Before registering for the first time. Students should consult with advisors in the major for specific guidance regarding completion of general education requirements.

### Grading Policy

CSC courses must be taken for a letter grade. A cumulative grade point average of 2.00 is required to graduate.

### Transfer Courses

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

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

## Requirements

### Foundation Requirements <sup>1</sup>

CSC 225 & CSC 275	Computer Programming Concepts I and Computer Programming Concepts II <sup>2</sup>
CSC 302	Discrete Structures or MAT 114 Finite Mathematics and Its Applications or MAT 302 Discrete Mathematics
MAT 113	Business Calculus or MAT 115 Calculus I
MAT 121	Applied Statistics

### Core Courses <sup>3</sup>

CSC 305	Entrance Assessment	0
CSC 376	Computer Organization	4
CSC 385	Data Structures and Algorithms	4
CSC 387	Foundations of Computer Science or CSC 482 Algorithms and Computation	4
CSC 388	Programming Languages	4
CSC 389	Introduction to Operating Systems	4
CSC 405	Exit Assessment	0
CSC 478	Software Engineering Capstone	4

### Elective Courses <sup>4</sup>

CSC Computer Science Software Electives	12
<b>Total Hours</b>	<b>36</b>

<sup>1</sup> Students may take these entrance requirements at UIS.

<sup>2</sup> Or the equivalent to two semesters of Java programming.

<sup>3</sup> Core courses must be taken at UIS. Exceptions may be requested.

<sup>4</sup> Applicable CSC electives are numbered CSC 350 or higher and must be chosen in consultation with a CSC academic advisor. Courses numbered, CSC 442 or CSC courses that include "ECCE" in the title may not be counted as a CSC Elective.

## Computer Science Minor

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

## Transfer Courses

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

## Requirements

### Required Courses

CSC 225	Computer Programming Concepts I	3
CSC 275	Computer Programming Concepts II	3
CSC 302	Discrete Structures	4

or MAT 114	Finite Mathematics and Its Applications
or MAT 302	Discrete Mathematics
<b>CSC Electives <sup>1</sup></b>	<b>12</b>
<b>Total Hours</b>	<b>22</b>

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

## Online Degree

- Computer Science (p. 73)

Applicants to the online B.S. degree program must have at least 30 semester hours of college-level transfer credit with a cumulative grade point average of at least 2.00 on a 4.00 scale.

## English

### Contact Information

**Website:** [www.uis.edu/englishmodernlanguages/](http://www.uis.edu/englishmodernlanguages/)

**Email:** [eng@uis.edu](mailto:eng@uis.edu)

**Office Phone:** (217) 206-6790

**Office Location:** UHB 3050

- Bachelor of Arts
- Minor

## Our Mission:

As a department in a public liberal arts university, we educate students in the humanistic endeavor of reading, writing, and studying texts in a variety of genres and modalities across cultures and times. We want our students to become successful humanists who can effectively analyze and use language to create knowledge, convey experiences, and illuminate perspectives important to their lives and communities. Because we see composition and literary study as indelibly linked, we explore the connections between reading imaginative and explicative texts and writing academically, creatively, and civically throughout our curriculum.

We are committed to supporting diversity, access, and inclusion in teaching and throughout the work of our department, college, and campus. (Please see our mission addendum on access and inclusion.) We welcome all UIS students wishing to enroll as English majors or minors, and value working with students throughout their time at UIS through teaching, mentoring, and advising. We strive to provide students with the skills and support needed to meet their academic and professional goals.

We have on-campus and online Bachelor of Arts (BA) degree programs and an undergraduate minor in English. These programs emphasize dynamic, interactive learning, collaboration, and diversity. We have designed a curriculum that encourages students to learn from the various disciplines within English Studies, to work with traditional and digital modes of creation and analysis, and to develop their own professional goals and vision. Campus-based courses typically meet



once or twice a week at the UIS campus in Springfield, Illinois. The UIS Online English Program (BA) follows the same academic calendar as our on-campus program, but has its own application. Online students enjoy the same high-quality instruction from our faculty as those in our on-campus degree program and are given access to a full range of educational resources, academic advising, and mentoring. Students in both programs and the minor may choose from courses in British, American, and World Literature and Creative, Digital and Professional Writing. We also offer courses on different topics in linguistics and various literary genres and media.

The UIS English BA prepares students for teaching careers, for jobs as editors and writers or content creators in various media, and for graduate work at the master's or doctoral level in English as well as in a range of other professional fields of post-graduate study such as library science and law.

## Departmental Goals and Objectives

By the time students graduate they should:

- Write with confidence, precision, and an awareness of audience
- Perform sophisticated analysis of diverse literary texts in a range of mediums, including visual and multimedia
- Conduct professional research on a variety of academic, social, and cultural questions
- Recognize the diversity of human experience in its many forms of expression
- Create cutting edge digital texts using a range of technologies
- Take an active role in shaping the future of literature and culture

## The Bachelor's Degree

The B.A. in English prepares students for a life appreciating the power and beauty of language. It also prepares students for a variety of careers in many sectors, including Education, Business, Law, and Healthcare, through a focus on creative, cultural, and critical thinking skills. When English majors graduate, they have the skills and opportunities to excel in almost any field.

## Advising

All English majors or minors are assigned academic advisors. Academic advisors assist students in developing appropriate, individualized courses of study. Students may choose a different academic advisor at any time to ensure they are fulfilling all degree requirements. Students should consult with academic advisors each semester and especially before enrolling for their final semester. Doing otherwise could result in delaying progress toward graduation. Please note that students pursuing teaching licensure must consult regularly with the Teacher Education Program (TEP) faculty liaison in the Department of English and Modern Languages as well as with the academic advisor in the Teacher Education Program during their entire course of study.

## Grading Policy

Faculty members assign course grades according to campus policy and the grading criteria of each individual course. Students must complete ENG 303 with a C or better to proceed to 400-level course work.

**NOTE:** As *general* education courses, most ECCE courses may not be used to fulfill requirements for the English major or minor. Only

ENG 368 will be allowed to fulfill a requirement for the English major. Students need to obtain approval through a Student Petition.

## Transfer Policy

The department will assess the records of incoming transfer students to determine an appropriate degree plan. This plan may include taking lower-division classes to prepare students for the rigor of upper-division course work. Requests for transfer credit for upper-division course work will be considered on a case-by-case basis.

## Honors in English

In order to be eligible for admission to the English Honors Program, students must have:

- Completed 72 credit hours towards their B.A.
- Completed Research Methods in English with a full B or better
- A 3.50 overall GPA at UIS
- A 3.60 GPA in English

Students who meet these eligibility requirements can apply to be admitted to the Department Honors Program by submitting a proposal (200-250 words) to the department chair that outlines the honors project the student hopes to complete in ENG 498 Honors Project with a faculty mentor from the English Department. The submission deadline is **March 1** for fall graduation and **October 1** for spring and summer graduation. Students should apply for admission no later than their second-to-last semester. In order to receive the honors designation, a student must complete ENG 498 with an A, maintain a 3.5 overall GPA at UIS at the time of graduation, and maintain a 3.6 GPA in English at the time of graduation.

All majors require foundational knowledge in literature, writing and linguistics. UIS courses that satisfy the foundation requirements are listed below. Course work equivalent to the foundation requirements taken at other institutions may be approved by a Student Petition.

## Requirements

### Foundation Requirements

ENG 137	Introduction to Literature	3
ENG 272	Introduction to Creative Writing	3
Select two (2) of the following literary history courses:		6
ENG 152	Introduction to World Literature	
ENG 231	Survey of African American Literature	
ENG 241	Early British Literature	
ENG 242	British Literature Since 1600	
ENG 245	Early American Literature	
ENG 246	American Literature-1865 to the Present	

### Core Requirements

ENG 303	Research Methods in English Studies	3
ENG 489	Capstone	3
Select one (1) Engagement Experience (Professionalization, Internship, Applied Study, or Study Away)		3

### Elective Requirements

Six (6) of the total 18 hours must be designated as "diversity" and six (6) of the 18 hours must be designated as "digital."		
Select three courses in Writing, Linguistics, or Publishing:		9
COM 405	Editing (Editing)	

ENG 309	Professional Writing	
ENG 360	Topics in English Studies	
ENG 368	ECCE: Creative Writing, Publishing, and Community	
ENG 370	Topics in Creative Writing I	
ENG 371	Creative Writing Poetry	
ENG 372	Fiction Writing	
ENG 373	Writing in New Media	
ENG 404	History of English Language	
ENG 409	Rhetoric and Composition in Digital Media	
ENG 410	Topics in Composition or Linguistics	
ENG 466	Digital Technologies in English Studies	
ENG 470	Topics in Creative Writing II	
ENG 471	Creative Writing: Nonfiction	
Select three (3) courses in Literature		9
ENG 320	Topics in World Literature I	
ENG 323	European Cinema	
ENG 330	Topics in American Literature I	
ENG 332	Women Playwrights	
ENG 333	Contemporary American Novel	
ENG 334	The American Novel, 1865-1915	
ENG 342	Playing Shakespeare	
ENG 351	The British Victorian Novel	
ENG 365	Children's and Young Adult Literature	
ENG 380	Introduction to Literary Genres	
ENG 381	Graphic Novel	
ENG 420	Topics in World Literature II	
ENG 430	Topics in American Literature II	
ENG 434	Literature and Culture of Early America	
ENG 435	American Literature 1820-1865	
ENG 438	African-American Literature	
ENG 440	Major Figures in American Literature Since 1900	
ENG 443	Chaucer and His Era	
ENG 447	Arthurian Literature	
ENG 448	The Shakespeare Project	
ENG 449	The British Romantics	
ENG 450	Topics in British Literature II	
ENG 453	Poetry and Prose of the Victorian Age	
ENG 455	Modern British Literature	
ENG 456	Contemporary British Literature	
ENG 460	Themes in Literature	
ENG 461	Major Women Writers	
ENG 463	Mythology	
ENG 480	Topics in Genre Study	

Diversity Courses (other courses may be petitioned for the diversity designator): ENG 320, ENG 332, ENG 420, ENG 438, ENG 461

Digital Courses (other courses may be petitioned for the digital designator): ENG 373, ENG 409, ENG 420, ENG 466

**Total Hours** **39**

## English Minor

The English minor is 12 hours. As indicated below, it consists of one core course, one literature course, one writing or linguistics course, and one elective not used to fulfill any of the other categories.

### Requirements

#### Required Courses

ENG 303	Research Methods in English Studies	3
<b>300- or 400-level Writing or Linguistics Course</b>		<b>3</b>
ENG 309	Professional Writing	
ENG 368	ECCE: Creative Writing, Publishing, and Community	
ENG 370	Topics in Creative Writing I	
ENG 371	Creative Writing Poetry	
ENG 372	Fiction Writing	
ENG 373	Writing in New Media	
ENG 404	History of English Language	
ENG 409	Rhetoric and Composition in Digital Media	
ENG 410	Topics in Composition or Linguistics	
ENG 466	Digital Technologies in English Studies	
ENG 470	Topics in Creative Writing II	
ENG 471	Creative Writing: Nonfiction	
<b>300- or 400-Level Literature Course</b>		<b>3</b>
ENG 320	Topics in World Literature I	
ENG 330	Topics in American Literature I	
ENG 332	Women Playwrights	
ENG 333	Contemporary American Novel	
ENG 334	The American Novel, 1865-1915	
ENG 342	Playing Shakespeare	
ENG 351	The British Victorian Novel	
ENG 360	Topics in English Studies	
ENG 365	Children's and Young Adult Literature	
ENG 380	Introduction to Literary Genres	
ENG 381	Graphic Novel	
ENG 420	Topics in World Literature II	
ENG 430	Topics in American Literature II	
ENG 434	Literature and Culture of Early America	
ENG 435	American Literature 1820-1865	
ENG 438	African-American Literature	
ENG 440	Major Figures in American Literature Since 1900	
ENG 443	Chaucer and His Era	
ENG 447	Arthurian Literature	
ENG 448	The Shakespeare Project	
ENG 449	The British Romantics	
ENG 450	Topics in British Literature II	
ENG 453	Poetry and Prose of the Victorian Age	
ENG 455	Modern British Literature	
ENG 456	Contemporary British Literature	
ENG 460	Themes in Literature	
ENG 461	Major Women Writers	
ENG 463	Mythology	
ENG 480	Topics in Genre Study	

**300- or 400-Level ENG Elective** **3**

ENG 309	Professional Writing
ENG 320	Topics in World Literature I
ENG 330	Topics in American Literature I
ENG 332	Women Playwrights
ENG 333	Contemporary American Novel
ENG 334	The American Novel, 1865-1915
ENG 342	Playing Shakespeare
ENG 351	The British Victorian Novel
ENG 360	Topics in English Studies
ENG 365	Children's and Young Adult Literature
ENG 368	ECCE: Creative Writing, Publishing, and Community
ENG 370	Topics in Creative Writing I
ENG 371	Creative Writing Poetry
ENG 372	Fiction Writing
ENG 373	Writing in New Media
ENG 380	Introduction to Literary Genres
ENG 381	Graphic Novel
ENG 404	History of English Language
ENG 409	Rhetoric and Composition in Digital Media
ENG 410	Topics in Composition or Linguistics
ENG 420	Topics in World Literature II
ENG 430	Topics in American Literature II
ENG 434	Literature and Culture of Early America
ENG 435	American Literature 1820-1865
ENG 438	African-American Literature
ENG 440	Major Figures in American Literature Since 1900
ENG 443	Chaucer and His Era
ENG 447	Arthurian Literature
ENG 448	The Shakespeare Project
ENG 449	The British Romantics
ENG 450	Topics in British Literature II
ENG 453	Poetry and Prose of the Victorian Age
ENG 455	Modern British Literature
ENG 456	Contemporary British Literature
ENG 460	Themes in Literature
ENG 461	Major Women Writers
ENG 453	Poetry and Prose of the Victorian Age
ENG 466	Digital Technologies in English Studies
ENG 470	Topics in Creative Writing II
ENG 471	Creative Writing: Nonfiction
ENG 480	Topics in Genre Study

**Total Hours** **12**

If you are a TEP elementary candidate seeking the English minor for the Middle School English endorsement, please see your advisors in the English Department [and](#) in the Teacher Education Department about differences in course work requirements for the English minor.

**Online Degree**

- English (p. 74)

The online English program allows students to participate actively in dynamic, diverse, and interactive online learning communities and to complete their course work in their own time and at their own pace within the same semester time frame as on-ground courses. The online format enables them to complete course work using the latest networked information technologies for the same easy access to educational resources, advisors, and materials that on-campus students enjoy. If students are interested in TEP courses online, they should consult the English department faculty liaison for TEP about the availability of online TEP courses.

**Exercise Science****Contact Information****Website:** [www.uis.edu/exercise-science/](http://www.uis.edu/exercise-science/)**Email:** [exercisescience@uis.edu](mailto:exercisescience@uis.edu)**Office Phone:** (217) 206-8651**Office Location:** SLB 16

- Bachelor of Science

**Goals and Objectives**

A Bachelor of Science degree in Exercise Science provides exciting opportunities for individuals who are interested in pursuing careers in any of the diverse fields of the discipline. The curriculum is designed to provide academic content and hands-on training relating to the science of movement, exercise testing and prescription, kinesiology, health promotion, and research in allied health. The curriculum is delivered through classroom and laboratory instruction, as well as applied practical experiences. Community interaction may occur in various settings, including health and sports medicine clinics, corporations and industrial settings, fitness centers, rehabilitation facilities, and other nontraditional settings.

Objectives for the Exercise Science degree program include the following:

1. Prepare graduates to work in a variety of health, fitness, and rehabilitation settings
2. Educate students to work with diverse populations and various health and fitness backgrounds
3. Foster strong interpersonal and communication skills that promotes professional and personal citizenship in students
4. Develop scientific and practical skills that enable graduates to pursue post-baccalaureate degrees
5. Provide graduates for the Illinois allied health workforce, especially in central Illinois

**The Bachelor's Degree**

- Health and Fitness Track (p. 78)
- Physical Therapy Track (p. 78)

**Advising**

The Exercise Science program uses a shared model of advising. As an EXR major you will have two advisors – a faculty member and a professional advisor. You should meet with your academic advisor(s)

at least once each semester to plan courses for the next semester, as this will ensure the students are on track to meet their graduation goals.

Students may declare an Exercise Science major at any time. Freshmen and undeclared students interested in Exercise Science will be advised by the Office of Advising Services in the Center for Academic Success. All other students will be advised by faculty and college advisors, as mentioned above.

## Grading Policy

Students are expected to earn at least a C- in each core and required course for Exercise Science and maintain an overall cumulative GPA of 2.0.

## Exercise Science Health and Fitness Track

Students in this track are immersed in the science of movement and learn a variety of skills used in health and fitness related occupations, such as health coach, personal fitness trainer, strength and conditioning specialist or serving as an exercise specialist in corporate wellness, health education, or cardiopulmonary rehabilitation.

## Requirements

### Required Core Courses

EXR 201	Introduction to Exercise Science	3
EXR 212	Medical Terminology	3
EXR 222	Musculoskeletal Anatomy and Physiology	3
EXR 233	Personal Health and Wellness	3
EXR 301	Motor Learning	3
EXR 302	Prevention and Care of Athletic Injuries	3
EXR 325	Evidence-Based Research Concepts	3
EXR 329	Kinesiology and Biomechanics	3
EXR 331	Physiology of Exercise and Sport	4
EXR 352	Health Promotion and Disease Prevention	3
EXR 483	Seminar in Exercise Science	3
EXR 498	Senior Exit Assessment	0
MLS 225	Nutrition	3

### Required Courses; Health and Fitness Track

EXR 363	Exercise and Sport Psychology	4
EXR 375	Principles of Strength and Conditioning	4
EXR 412	Exercise Management for Special Populations	3
EXR 451	Exercise Testing and Prescription	3
IPL 300	ECCE: Internship Applied Learning <sup>1</sup>	2-12
EXR Electives		12

### Other Required Courses (General Education, Prerequisites, ECCE Requirements)

BIO 201 & BIO 202	Basics of Human Anatomy and Physiology I and Basics of Human Anatomy and Physiology II	8
CHE 141 or CHE 124	General Chemistry I or General Chemistry for the Health Professions	4
COM 112	Oral Communication	3
ENG 101	Rhetoric and College Writing	3
ENG 102	College Writing and Civic Engagement	3

MAT 111	Quantitative Reasoning	3
MAT 121	Applied Statistics	3
PSY 201	Principles Of Psychology	3
SOA 101	Introduction to Sociology	3
Freshman Seminar (Humanities or Social Science)		3
Comparative Societies (Humanities or Social Science)		3
Humanities		3
Visual/Creative/Performing Arts (Humanities)		3
ECCE (Speaker Series, Global Awareness, US Communities, Engagement Experience Electives)		7
Electives		6
<b>Total Hours</b>		<b>123-133</b>

<sup>1</sup> Fulfills the ECCE Engagement Experience requirement

## Exercise Science Physical Therapy Track

This track provides additional courses that help fulfill the requirements of most graduate level allied health programs, such as physical and occupational therapy, physician assistant programs, and other graduate programs such as the Master of Public Health and Athletic Training. The flexibility of this major makes it easy for students to meet their needs and interests for graduate work, while also learning the essentials of Exercise Science.

## Requirements

### Required Core Courses

EXR 201	Introduction to Exercise Science	3
EXR 212	Medical Terminology	3
EXR 233	Personal Health and Wellness	3
EXR 301	Motor Learning	3
EXR 302	Prevention and Care of Athletic Injuries	3
EXR 325	Evidence-Based Research Concepts	3
EXR 329	Kinesiology and Biomechanics	3
EXR 331	Physiology of Exercise and Sport	4
EXR 352	Health Promotion and Disease Prevention	3
EXR 483	Seminar in Exercise Science	3
MLS 225	Nutrition	3

### Required Courses; Physical Therapy Track <sup>1</sup>

#### Psychology - Life span and Abnormal

PSY 321 & PSY 351	Life-span Developmental Psychology and Abnormal Psychology	8
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#### PA: Biochemistry; Microbiology w/Lab <sup>2</sup>

BIO 231 & BIO 232	Applied Microbiology and Applied Microbiology Lab	4
CHE 475	General Biochemistry	3

#### PT: Any ASP, BIO, CHE w/ Lab from the following <sup>2</sup>

BIO 141	General Biology I	
BIO 142	General Biology II	
BIO 201	Basics of Human Anatomy and Physiology I	
BIO 202	Basics of Human Anatomy and Physiology II	
CHE 141	General Chemistry I	
CHE 142	General Chemistry II	



<b>EXR Electives/Science</b>	<b>14</b>	
<b>Other Required Courses (Speaker Series, General Education, Prerequisites, ECCE Requirements) <sup>2</sup></b>		
BIO 201 & BIO 202	Basics of Human Anatomy and Physiology I and Basics of Human Anatomy and Physiology II	8
CHE 141	General Chemistry I	4
COM 112	Oral Communication	3
ENG 101	Rhetoric and College Writing	3
ENG 102	College Writing and Civic Engagement	3
MAT 115	Calculus I	4
MAT 121	Applied Statistics	3
PSY 201	Principles Of Psychology	3
SOA 101	Introduction to Sociology	3
Freshman Seminar (Humanities or Social Science)		3
Comparative Societies (Humanities or Social Science)		3
Humanities		3
Visual/Creative/Performing Arts (Humanities)		3
ECCE (Speaker Series, Global Awareness, US Communities, Engagement Experience Electives)		10
Electives		12
<b>Total Hours</b>		<b>155</b>

<sup>1</sup> Requirements will be different depending on the graduate-level program that is selected

<sup>2</sup> Some elective courses will also be used to satisfy Exercise Science program requirements. Students should work closely with advisor(s) to ensure all program requirements are met.

## History

### Contact Information

**Website:** [www.uis.edu/history](http://www.uis.edu/history)

**Email:** [his@uis.edu](mailto:his@uis.edu) or [hisonline@uis.edu](mailto:hisonline@uis.edu)

**Office Phone:** (217) 206-6790

**Office Location:** UHB 3050

- Bachelor of Arts
- Minor

The Department of History explores links between the past and our contemporary world. History helps us craft narratives of the past based on the interpretation of a wide range of artifacts from the past. Through the study of history students learn to compare elements of their own culture with those of other cultures and from other time periods. Students consider the impact, lives, and perspectives of individual men and women in the histories of both the United States and the world, while appreciating the significance of national and transnational structures and forces such as cultures, economics, the environment, gender, religions, politics, and war. Students examine historical perspectives that are well represented by documentary record and consider ways of recovering perspectives that have been silenced.

### Learning Experiences

Learning experiences available to history majors include regular classroom courses; independent studies and tutorials; study abroad; and internships at libraries, archives, historic sites, and other institutions, particularly in state government. The history curriculum includes courses covering America from the colonial era to the present; interdisciplinary, transnational thematic courses in such areas as imperialism, the history of religion and women's history; courses in the history of Europe, Asia, and other world regions; and courses analyzing historic forces shaping the contemporary world.

### History Department Honors Program

The UIS History Department Honors program is designed to provide an opportunity for the highest-performing students in the major to develop skills above and beyond what is required of the typical BA student. The Honors program focuses on developing skills that will assist high-performing students in applications to graduate and professional schools.

#### GPA Requirements:

- Cumulative 3.5
- History 3.65

#### Course-embedded portfolio model

Students will develop a portfolio of Honors work by taking four enhanced HIS courses at the upper level. An 'enhanced' course requires the research and creation of a project in addition to those required by the standard 400-level course (this project should not simply be a longer version of a class project). These projects should be tailored to the academic and professional goals of the student. Examples of enhanced portfolio projects include:

- Research papers
- Creation of a research-based website

- Historiographical essay
- Development of a teaching curriculum
- A short film
- Study abroad
- History-approved internships

For study abroad and internships, students must design and develop a project based on time spent at their activity.

### Honors Portfolio and Defense

Students will present their completed Honors Portfolio to an Honors Committee, comprised of three members of the UIS History Department. Students will present for 20 minutes on their portfolio, followed by an oral examination of that portfolio by the committee. This presentation can be conducted via Skype for online students. During the presentation, students will reflect on their enhanced work and discuss how their projects relate to each other or build on each other.

### History/Teacher Education

History majors can be licensed to teach at the elementary, middle, or secondary level. Students must apply separately to the Teacher Education Program (TEP). Students seeking licensure will be assigned both a history advisor and a TEP advisor, whom they should consult regularly to make sure they satisfy requirements for both the major and licensure. Students interested in licensure should consult the Teacher Education section of this catalog.

## The Bachelor's Degree

The baccalaureate curriculum is organized for students who hope to place their world in historical perspective. Education in history at the University of Illinois Springfield is broad-based humanities training, providing students with research capabilities, analytical methods, and communication skills that are useful in many fields. The curriculum prepares students for careers in fields such as history, politics, government, business, law, journalism, writing, and administration. Through internships, students are able to test career possibilities where the research and analytical skills of the historian are appropriate.

## Advising

Each student is assigned both an academic advisor and a faculty advisor to assist in planning an individual program of study responsive to the student's interests and goals and designed to meet the requirements of the History Department. Students are strongly encouraged to consult with their advisors regularly, especially before enrolling for their first and last semesters. Questions about advising may be directed to the History Department by email ([his@uis.edu](mailto:his@uis.edu)), or phone at (217) 206-6779. Students who are enrolled in the Teacher Education Program (TEP) must consult regularly with their TEP advisor.

## Grading Policy

History courses for which the student has attained a grade of C or better will be applied toward the B.A. degree (grades of C- or lower will not be accepted). History courses taken as CR/NC will be applied toward the degree if a grade of CR is attained. History majors may repeat program courses for grade improvement only once without seeking department approval.

## Lower-division Requirements

To pursue a major in history, students must complete two courses from the following list of classes on historical regions and themes (six hours total). The two courses must be from different categories of historical regions and themes. Alternatively, students can transfer equivalent courses from an accredited institution. Comparative Societies courses with an HIS prefix can be used to fulfill both the Comparative Societies requirements and history lower-division requirements provided students graduate with sufficient total credits.

Categories of Historical Regions and Themes (6 Hours)

## Requirements

### Required Courses

#### World History

HIS 118	Making of the West	3
HIS 119	Gods & Heroes of Early Europe	3

#### Comparative Religion

HIS 150	Topics in Comparative Religion	3
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#### Europe

HIS 202	European History	3
HIS 212	History of Russia: Peter I to Putin	3

#### United States

HIS 204	U.S. History to 1877	3
or HIS 205	U.S. History Since 1877	

#### Middle East

HIS 160	Topics in Middle Eastern History	3
HIS 161	Introduction to the Modern Middle East	3
HIS 211	Women in the Middle East	3

#### East Asia

HIS 176	History of Premodern East Asia	3
or HIS 177	History of Modern East Asia	

### Graduation Requirements

#### Upper-division Core Requirements

HIS 301	The Historian's Craft <sup>1</sup>	3
HIS 401	Senior Seminar <sup>1</sup>	3

Eight hours of non-U.S. History Courses from the following: 8

HIS 360	Topics in Warfare	
HIS 365	ECCE: Culture Wars/Europe	
HIS 371	Islamic Civilization	
HIS 373	ECCE: Reading Arab Past	
HIS 375	ECCE: Conflict in the Middle East	
HIS 378	ECCE: Christian-Muslim Encounters	
HIS 411	ECCE: Democracy and Democratic Theory	
HIS 412	Alexander the Great	
HIS 414	ECCE: Cleopatra's Egypt	
HIS 416	Rise of Rome	
HIS 417	Caesar to Charlemagne	
HIS 419	Egyptology	
HIS 422	ECCE: Politics and Religion: Culture Wars	
HIS 424	Ancient Sport and Spectacle	
HIS 459/ ENS 412	World Environmental Thought	

HIS 462	ECCE: Conflict in 19th Century Europe
HIS 463	Europe In The 20th Century
HIS 470	Topics in 20th Century World History
HIS 471	ECCE: The Pacific War: World War II in East Asia
HIS 472	Imperial Russia
HIS 473	Russia from the Revolution to the New Cold War
HIS 475	ECCE: Nationalism and Imperialism
HIS 476	Modern China
HIS 477	Premodern Japan
HIS 479	ECCE: From Vikings to Hackers: A Pirate's World History
HIS 480	Topics in Pre-Modern World History
HIS/WGS 481	Women in Chinese and Japanese History
HIS 482	Samurai in History and Romance
HIS 485	Cold War and the Middle East
HIS 487	History of Christmas
HIS 488	Eastern Christianity

### Upper Division Elective History Courses

Options: any 300-level or 400-level HIS course not used to fulfill another HIS degree requirement. 19

**Total Hours** 33

<sup>1</sup> Students must earn no less than a C in HIS 301 as a prerequisite for HIS 401. HIS 301 and HIS 401 may not be taken during the same semester.

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

Courses from other departments may count for history credit when they support the student's degree plan and are approved in advance.

## History Minor

To earn a minor in History, students must complete a minimum of 17 semester hours, including 14 hours of upper-division course work at UIS. Transfer credit is evaluated on a case-by-case basis through a Student Petition. Students should consult with a History Department faculty member in designing and meeting the requirements for a minor.

## Grading Policy

History courses for which the student has attained a grade of C or better will be applied toward the HIS minor (grades of C- or lower will not be counted). History courses taken as CR/NC will be applied toward the minor if a grade of CR is attained. Courses may be repeated for grade improvement only once without seeking department approval.

## Requirements

### Lower-Division Requirements

#### One Course Emphasizing Historical Regions or Themes

Select one course from the following region or theme options: 4

#### World History

HIS 118	Making of the West
HIS 119	Gods & Heroes of Early Europe

### Comparative Religion

HIS 150	Topics in Comparative Religion
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#### Europe

HIS 202	European History
HIS 212	History of Russia: Peter I to Putin

#### United States

HIS 204	U.S. History to 1877
or HIS 205	U.S. History Since 1877

#### Middle East

HIS 160	Topics in Middle Eastern History
or HIS 161	Introduction to the Modern Middle East
or HIS 211	Women in the Middle East

### Upper-Division Requirements

HIS 301	The Historian's Craft	3
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Select one Upper-Division History Elective Course in non-U.S. History from the following: 3

HIS 360	Topics in Warfare
HIS 365	ECCE: Culture Wars/Europe
HIS 371	Islamic Civilization
HIS 373	ECCE: Reading Arab Past
HIS 375	ECCE: Conflict in the Middle East
HIS 378	ECCE: Christian-Muslim Encounters
HIS 411	ECCE: Democracy and Democratic Theory
HIS 412	Alexander the Great
HIS 414	ECCE: Cleopatra's Egypt
HIS 416	Rise of Rome
HIS 417	Caesar to Charlemagne
HIS 419	Egyptology
HIS 424	Ancient Sport and Spectacle
or ENS 412	World Environmental Thought
HIS 460	Studies in Latin American History
HIS 462	ECCE: Conflict in 19th Century Europe
HIS 463	Europe In The 20th Century
HIS 470	Topics in 20th Century World History
HIS 471	ECCE: The Pacific War: World War II in East Asia
HIS 472	Imperial Russia
HIS 473	Russia from the Revolution to the New Cold War
HIS 475	ECCE: Nationalism and Imperialism
HIS 476	Modern China
HIS 477	Premodern Japan
HIS 479	ECCE: From Vikings to Hackers: A Pirate's World History
HIS 480	Topics in Pre-Modern World History
or WGS 481	Women in Chinese and Japanese History
HIS 482	Samurai in History and Romance
HIS 485	Cold War and the Middle East
HIS 487	History of Christmas
HIS 488	Eastern Christianity

### Upper-Division History Electives

Options: Any 300-level or 400-level HIS course not used to fulfill another HIS minor requirement 7

**Total Hours** 17

## Online Degree

- History (p. 80)

The Online History degree program is identical to the on-campus program except for admission requirements. The online program allows students to participate actively in dynamic, diverse, and interactive online learning communities and to complete their degrees in their own time and at their own pace via the Internet. The online format enables them to complete course work using the latest networked information technologies for increased access to educational resources, advisers, and materials.

### Application Review Dates for Online History Students

Applications are reviewed on a rolling admission basis. Once an application is complete, it is delivered to the Department Chair for a decision.

## Information Systems Security

### Contact Information

**Website:** [www.uis.edu/csc](http://www.uis.edu/csc)

**Email:** [csc@uis.edu](mailto:csc@uis.edu)

**Office Phone:** (217) 206-6770

**Office Location:** UHB 3100

- Bachelor of Science

## Departmental Goals and Objectives

In the Bachelor of Science in Information Systems Security, housed in the Department of Computer Science, students will learn the fundamentals of information security including design and implementation of secure systems, security assessment, and computer security ethics. Students will utilize a variety of cutting edge technologies and labs in many hands-on learning activities.

Following completion of the B.S. in Information Systems Security degree, students will:

1. Exhibit understanding of the crucial concepts of information systems security.
2. Demonstrate and communicate best security practices and ethics.
3. Be able to design and implement secure systems.

Graduates of the B.S. in Information Systems Security program will have the necessary skill set to enter into security-centric careers in network and computer administration, system analysis, computer support, and the like. In addition, students will be equipped to enter into related graduate level programs in Computer Science.

Students have access to an outstanding variety of computing systems including a virtual server farm, a parallel processing cluster, and a hands-on network laboratory.

The UIS Computer Science Department is a Cisco Regional Networking Academy, serving as the instruction center for local

academies at high schools, career centers, community colleges, and universities in central Illinois.

The Computer Science Department has been designated as a National Center of Academic Excellence in Cyber Defense Education. The National Security Agency (NSA) and the Department of Homeland Security (DHS) jointly sponsor the National Centers of Academic Excellence in Cyber Defense Education Program. The goal of this program is to reduce vulnerability in our national information infrastructure by promoting higher education and research in IA and producing a growing number of professionals with IA expertise in various disciplines.

Computer laboratories are open evenings and weekends; some systems are available 24 hours a day. On-campus students have high-speed, wired and wireless internet access. The virtual server farm hosts over 2,200 virtual machines that our online and on-campus students leverage to gain a better understanding of material presented in classes.

## Assessment

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

The process begins in CSC 305 Entrance Assessment, which must be taken the first semester of enrollment as an Information Systems Security major. The entrance assessment is an examination of the student's knowledge of the core areas of computer science. The process concludes with CSC 405 Exit Assessment, which must be taken the final semester before graduation. The exit assessment helps students assess their progress and helps the faculty revise the curriculum.

## Internships

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

## The Bachelor's Degree

### Advising

On acceptance, students are assigned an academic advisor. Before registering for the first time The student should discuss an appropriate course of study with their academic advisor in the major for specific guidance regarding completion of general education requirements.

### Grading Policy

CSC courses must be taken for a letter grade. A cumulative grade point average of 2.00 is required to graduate.

### Transfer Courses

Transfer courses for the B.S. in Information Systems Security are evaluated on a case-by-case basis and approved by a Student Petition.



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

## Requirements

### Foundation Requirements <sup>1</sup>

CSC 225 & CSC 275	Computer Programming Concepts I and Computer Programming Concepts II <sup>2</sup>
CSC 302	Discrete Structures
	or MAT 302 Discrete Mathematics
	or MAT 114 Finite Mathematics and Its Applications
MAT 113	Business Calculus
	or MAT 115 Calculus I
MAT 121	Applied Statistics

### Core Courses <sup>3</sup>

CSC 305	Entrance Assessment	0
CSC 366	Introduction to Networking	4
CSC 367	Introduction to Cybersecurity	4
CSC 368	Systems Programming Languages	4
CSC 405	Exit Assessment	0
CSC 430	Foundations of Network Security and Information Assurance	4
CSC 437	Introduction to Cryptography	4
CSC 438	Systems Security and Information Assurance Capstone	4

### Elective Courses <sup>4</sup>

CSC Information Systems Security Electives	12
<b>Total Hours</b>	<b>36</b>

<sup>1</sup> Students may take these entrance requirements at UIS.

<sup>2</sup> Or the equivalent to two semesters of Java programming.

<sup>3</sup> Core courses must be taken at UIS. Exceptions may be requested.

<sup>4</sup> Applicable CSC electives are numbered CSC 350 or higher and must be chosen in consultation with a CSC academic advisor. Courses numbered CSC 442 or CSC courses that include "ECCE" in the title may not be counted as a ISS Elective.

## Online Degree

- Information Systems Security (p. 82)

The online format enables students to complete course work using the latest networked information technologies for increased interaction with educational resources, advisors, and materials.

## Liberal Studies

### Contact Information

**Website:** [www.uis.edu/liberal-studies](http://www.uis.edu/liberal-studies)

**Email:** [lis@uis.edu](mailto:lis@uis.edu)

**Office Phone:** (217) 206-6962

**Office Location:** UHB 3038

- Bachelor of Arts
- Minors (2)

## Departmental Goals and Objectives

Through careful self-assessment and goal-setting, Liberal Studies students design individual degree plans in consultation with their advisor/instructor in LIS 301 where students identify learning needs and strategies for meeting those needs. Students pursue their degree through course work selected from throughout the university as well as independent studies, service learning, and credit for prior learning. In order to plan a balanced degree, students choose electives that address the following seven broad subject categories: identity, work, nature, institutions, language, heritage, and art.

Although degree plans must be broad enough to meet the interdisciplinary goals of the degree, students may choose a thematic focus for their degrees, such as international studies or human resource development. In addition, students may have a minor such as African-American Studies, Business, Liberty Studies, Philosophy, or Women and Gender Studies. Online students should be aware that not all of the areas available to students taking classes on campus are available online.

Students can complete the curriculum in the classroom, entirely online via the Internet, or in combination. Learners have a good chance for success in the Liberal Studies degree if they are self-directed, able to plan ahead and meet deadlines, disciplined enough to organize individualized programs of study, and able to work independently to set and meet goals. In addition, students who choose to participate in Liberal Studies online should be comfortable using networked information technologies, navigating the Internet, using email, and learning from a distance.

## The Bachelor's Degree

The structure of the Bachelor of Arts in Liberal Studies emphasizes the integration of key learning categories with a variety of instructional methods to form a well-rounded and individualized academic experience. Through customized learning activities, the degree assists students in enhancing critical thinking and problem-solving skills, living as engaged and responsible citizens, considering ethics and consequences of actions, and being familiar with a broad and integrated core of knowledge.

The Liberal Studies degree formally begins with LIS 301, which should ideally be taken during the first semester of a student's junior year, or during the second semester of his/her sophomore year. Prior to this, students should work with their academic advisors to ensure that they have completed (or will soon complete) the required general education curriculum and the prerequisites necessary to enter their junior year. Campus-based students who begin their degrees at UIS should complete the general education curriculum before taking LIS 301.

## Advising

On completion of LIS 301, degree plans are approved by the department, although it is expected that the degree plan will change as new courses or ideas emerge for the student.

Revisions are approved by the academic adviser or Program Director. Final department approval of a student's degree is granted through the successful completion of LIS 451 Senior Seminar.

Students should consult with advisers in the major for specific guidance regarding the completion of general education requirements. The Department's online coordinator can advise students on most matters and answer many questions, while faculty within the program and the Program Director can offer definitive departmental advice on academic matters.

## Grading Policy

The following courses are offered only on a CR/NC basis: LIS 301, LIS 342, LIS 380 and LIS 451.

## Communication Skills

All competencies necessary to attain the student's goals, including communication skills, are addressed in the degree plan. Assessment of written communication skills occurs throughout LIS 301 culminating in the student's degree plan. Communication skills are further developed as documented by the student's degree plan. Completion of the degree plan constitutes certification of communication skills as required by UIS. This certification of the communication skills is again earned when a student successfully completes LIS 451 Senior Seminar.

## Designated Boyer Area Courses

In order to plan a balanced degree program, students must choose electives that address the following seven Boyer categories, at least one upper-division course in each of the seven areas listed is required:

- Identity, the search for meaning
- Work, the value of vocation
- Nature, ecology of the planet
- Institutions, the social web
- Language, the crucial connection
- Heritage, the living past
- Art, the esthetic dimension

Specific Boyer area courses will be determined during the student's enrollment in LIS 301 with the development of their personalized degree plan. The LIS program must approve all changes to this plan.

## Requirements

### Core Courses

LIS 301	Self-Directed Learning	4
LIS 451	Senior Seminar	3

At least 12 hours of interdisciplinary course at the 300 or 400 level, 12 which includes any LIS prefix courses, except for LIS 301 and LIS 451. Also, any 300- or 400-level AAS or WGS course or the following options:<sup>1</sup>

CCJ 343	ECCE: Women and Criminal Justice
CCJ 348	Violence Against Women and Children
COM 424	Gender Communication
ENG 331	ECCE: Asian American Women
ENG 332	Women Playwrights
GBL 301	Introduction to Global Studies
HDC 446	Family Law
HIS 345	ECCE: US Women's History
HIS 429	ECCE: Civil Rights Movement of the Twentieth Century
HIS 453	ECCE: Women of Color and Minority Women
LES 333	ECCE: Sexual Orientation and Public Policy
LES 334	ECCE: LGBTQ Law and Politics
LES 404	Law and Inequality
LES 441	Poverty, Law, and Justice
LES 446	Family Law
MPH 441	Human Well-Being
MPH 478	ECCE: Crisis in Environmental Health
PHI 301	Critical Thinking
PSC 333	ECCE: Sexual Orientation and Public Policy
PSC 334	ECCE: LGBTQ Law and Politics
PSC 357	ECCE: LGBTQ and Allies Peer Education
PSC 404	ECCE: African Americans and American Politics
PSC 421	Law and Inequality
PSC 423	ECCE: Women and Politics
PSC 441	Poverty, Law, and Justice
PSC 482	Queer Theory
SOA 301	ECCE: Introduction to Women and Gender Studies
SOA 305	Women and Work in India and the US
SOA 322	ECCE: LGBTQ People in U.S.
SOA 333	ECCE: Sexual Orientation and Public Policy
SOA 334	ECCE: LGBTQ Law and Politics
SOA 338	Sex, Gender, and Popular Culture
SOA 356	ECCE: Coffee, Chocolate and Justice
SOA 357	ECCE: LGBTQ and Allies Peer Education
SOA 372	ECCE: Nature, History, and Human Action
SOA 381	ECCE: Race, Class, Gender & Harry Potter
SOA 425	Law and Inequality
SOA 426	ECCE: Teen Talk Classic: Stories of Culture and Adolescence
SOA 434	ECCE: Women and Work
SOA 451	ECCE: Women of Color and Minority Women
SOA 454	Family Law
SWK 322	Introduction to Social Work
SWK 348	Violence Against Women and Children
SWK 382	ECCE: Introduction to Women and Gender Studies
SWK 441	Poverty, Law, and Justice

SWK 446	Family Law
SWK 462	ECCE: Women of Color and Minority Women
THE 325	Women Playwrights

**Boyer Category Courses: At least three hours of 300 or 400 level courses must be completed in each Boyer area**

**Art 3**

Any 300- or 400-level ART, MUS, or THE course

AAS 335	ECCE: Black Women in Film History
AAS 375	ECCE: African American Popular Culture
COM 306	Photography II
COM 323	Voice and Movement
COM 337	Digital Media: Print
COM 338	Digital Media: Web
COM 339	Digital Media: Animation
COM 352	Visual Storytelling and Reporting
COM 373	Intermediate Acting
COM 407	Photojournalism & Photo Documentary: Storytelling in Images
COM 459	The Beatles: Popular Music and Society
COM 476	Directing for the Theatre
ENG 323	European Cinema
ENG 342	Playing Shakespeare
ENG 381	Graphic Novel
ENG 424	ECCE: Symbolist Movement in Europe: 1850 - 1920
ENG 426	ECCE: Expatriate Paris
LIS 344	ECCE: Serving up Art
LIS 366	ECCE: European Cinema
LIS 431	The Beatles: Popular Music and Society
LIS 432	ECCE: Expatriate Paris
LIS 447	ECCE: Symbolist Movement in Europe: 1850 - 1920
LNG 382	Spanish for the Arts
PHI 432	Philosophy of Art
SOA 319	ECCE: Music and Social Justice
SOA 335	Jazz in American Culture
SOA 367	ECCE: Arts and Identity in Pacific Island Cultures
SOA 419	ECCE: American Musics
TEP 425	Methods of Elementary Social Studies and Humanities

**Heritage 3**

Any 300- or 400-level AAS course

ART 366	ECCE: European Cinema
ART 419	Egyptology
ART 463	Modern Art History
ART 464	Contemporary Art History
ART 465	Women in Art: Discovering Her Story
CAP 352	ECCE: Colonial and Post Colonial Identity in South Asia
CCJ 347	ECCE: Race, Class, and Social Justice
CCJ 463	Introduction to Human Rights
COM 424	Gender Communication
COM 425	ECCE: Intercultural Communication

COM 472	Political Communication in the United States
COM 478	ECCE: Communicating About Race
ECO 408	History Of Economic Thought
ENG 321	ECCE: From China to Chinese America
ENG 323	European Cinema
ENG 330	Topics in American Literature I
ENG 331	ECCE: Asian American Women
ENG 332	Women Playwrights
ENG 334	The American Novel, 1865-1915
ENG 337	ECCE: American Souths
ENG 351	The British Victorian Novel
ENG 365	Children's and Young Adult Literature
ENG 404	History of English Language
ENG 434	Literature and Culture of Early America
ENG 435	American Literature 1820-1865
ENG 438	African-American Literature
ENG 440	Major Figures in American Literature Since 1900
ENG 448	The Shakespeare Project
ENG 449	The British Romantics
ENG 450	Topics in British Literature II
ENG 453	Poetry and Prose of the Victorian Age
ENG 461	Major Women Writers
ENG 481	ECCE: Memoirs Across Cultures
ENS 418	ECCE: American Environmental History
GBL 325	ECCE: Latina/o USA
GBL 442	Mexican Migration to the U. S.
GBL 464	Introduction to Human Rights
HIS 325	ECCE: Latina/o USA
HIS 345	ECCE: US Women's History
HIS 347	ECCE: Native American History
HIS 352	History of American Law
HIS 360	Topics in Warfare
HIS 371	Islamic Civilization
HIS 375	ECCE: Conflict in the Middle East
HIS 378	ECCE: Christian-Muslim Encounters
HIS 412	Alexander the Great
HIS 414	ECCE: Cleopatra's Egypt
HIS 416	Rise of Rome
HIS 417	Caesar to Charlemagne
HIS 419	Egyptology
HIS 422	ECCE: Politics and Religion: Culture Wars
HIS 424	Ancient Sport and Spectacle
HIS 427	African-American History
HIS 429	ECCE: Civil Rights Movement of the Twentieth Century
HIS 431	Colonial America
HIS 432	Revolutionary America
HIS 433	United States, 1790-1840
HIS 434	United States, 1840-1890
HIS 435	United States, 1890-1945
HIS 436	United States, 1945-Present
HIS 437	The Sixties

HIS 438	ECCE: American Environmental History	SOA 451	ECCE: Women of Color and Minority Women
HIS 440	Topics In U.S. History	SOA 481	North American Indians: Culture and Ecology
HIS 441	The Civil War and Reconstruction	THE 325	Women Playwrights
HIS 442	American Urban History	WGS 332	Women Playwrights
HIS 445	Intellectual Origins of the American Revolution	WGS 345	ECCE: US Women's History
HIS 447	ECCE: Sports and US History	WGS 403	ECCE: Women of Color and Minority Women
HIS 450	Major Figures in History	WGS 454	ECCE: History of the Family
HIS 453	ECCE: Women of Color and Minority Women	WGS 465	ECCE: Black Women Writers
HIS 454	ECCE: History of the Family	<b>Identity</b>	<b>3</b>
HIS 456	ECCE: Rebels and Revolutionaries: Female Activism in the United States	AAS 301	ECCE: African American Studies
HIS 460	Studies in Latin American History	AAS 375	ECCE: African American Popular Culture
HIS 462	ECCE: Conflict in 19th Century Europe	AAS 455	ECCE: African American Popular Culture
HIS 470	Topics in 20th Century World History	ART 471	Philosophy of Art
HIS 471	ECCE: The Pacific War: World War II in East Asia	BUS 331	ECCE: Business, Ethics, and Society
HIS 473	Russia from the Revolution to the New Cold War	CAP 352	ECCE: Colonial and Post Colonial Identity in South Asia
HIS 475	ECCE: Nationalism and Imperialism	COM 468	Persuasion
HIS 476	Modern China	ENG 481	ECCE: Memoirs Across Cultures
HIS 479	ECCE: From Vikings to Hackers: A Pirate's World History	LIS 302	ECCE: African American Studies
HIS 487	History of Christmas	LIS 375	ECCE: African American Popular Culture
HIS 488	Eastern Christianity	LIS 455	ECCE: African American Popular Culture
LES 352	History of American Law	LIS 458	ECCE: Memoirs Across Cultures
LES 435	ECCE: American Political Thought	MPH 441	Human Well-Being
LES 464	Introduction to Human Rights	PSC 325	Introduction to Political Philosophy
LIS 315	Individualism and Self-Reliance in America	PSC 326	Ideas, Ethics, and Public Policy
LIS 325	ECCE: Latina/o USA	PSC 433	Feminist Theories
LIS 366	ECCE: European Cinema	PSY 311	Cognitive Psychology
LIS 375	ECCE: African American Popular Culture	PSY 321	Life-span Developmental Psychology
LIS 421	Baseball: An Interdisciplinary Approach	PSY 322	Child Development
LIS 424	Ancient Sport and Spectacle	PSY 323	Adolescence
LIS 439	African And Diaspora Music	PSY 339	Psychology of Gender
LIS 458	ECCE: Memoirs Across Cultures	PSY 352	Multicultural Counseling
LNG 321	Spanish Civilization and Culture	PSY 413	Psychology of Learning and Memory
LNG 368	Spanish-Speaking Communities	PSY 416	Psychology Of Motivation
LNG 396	Spanish for Educators	PSY 441	Theories of Personality
MUS 319	ECCE: Music and Social Justice	PSY 454	Theories of Psychotherapy
MUS 335	Jazz in American Culture	SOA 301	ECCE: Introduction to Women and Gender Studies
MUS 419	ECCE: American Musics	SOA 322	ECCE: LGBTQ People in U.S.
PHI 421	Ancient & Medieval Philosophy	SOA 408	Feminist Theories
PHI 425	History of Modern Philosophy	SOA 426	ECCE: Teen Talk Classic: Stories of Culture and Adolescence
PSC 331	ECCE: Political Ideas and Ideologies	SOA 457	Masculinities
PSC 404	ECCE: African Americans and American Politics	WGS 301	ECCE: Introduction to Women and Gender Studies
PSC 422	ECCE: Politics and Religion: Culture Wars	WGS 322	ECCE: LGBTQ People in U.S.
PSC 423	ECCE: Women and Politics	WGS 411	Feminist Theories
PSC 435	ECCE: American Political Thought	WGS 418	Queer Theory
PSC 442	Mexican Migration to the U. S.	WGS 457	Masculinities
PSC 465	ECCE: Latina/o USA	WGS 484	History of Sexuality in America
SOA 325	ECCE: Latina/o USA	<b>Institutions</b>	<b>3</b>
SOA 335	Jazz in American Culture	AAS 432	ECCE: African Americans and American Politics
SOA 434	ECCE: Women and Work		
SOA 442	Mexican Migration to the U. S.		



AAS 433	ECCE: Civil Rights Movement of the Twentieth Century	ENS 311	ECCE: Global Change in Local Places
ACC 454	Regulation and the American Economy	ENS 419	Environmental Law
ART 431	ECCE: Symbolist Movement in Europe: 1850 - 1920	ENS 446	Population and Public Policy
BUS 331	ECCE: Business, Ethics, and Society	ENS 461	Geopolitics: Geographical Aspects of International Affairs
BUS 332	Legal Environment of Business	ENS 476	Environmental Ethics
BUS 356	Franchising	ENS 488	China's Environment and the World
BUS 381	Business and Developing Countries	EXR 352	Health Promotion and Disease Prevention
BUS 483	Business Policy	GBL 301	Introduction to Global Studies
CCJ 312	ECCE: Policing In America	GBL 464	Introduction to Human Rights
CCJ 313	Correctional Systems	HDC 446	Family Law
CCJ 323	Physical Evidence Processing	HIS 375	ECCE: Conflict in the Middle East
CCJ 324	Issues of Intervention: Law Enforcement and Human Services	HIS 378	ECCE: Christian-Muslim Encounters
CCJ 337	Corrections and the Mass Media	HIS 411	ECCE: Democracy and Democratic Theory
CCJ 343	ECCE: Women and Criminal Justice	HIS 422	ECCE: Politics and Religion: Culture Wars
CCJ 346	ECCE: International Criminal Justice Systems	HIS 424	Ancient Sport and Spectacle
CCJ 349	Alternatives to Incarceration	HIS 429	ECCE: Civil Rights Movement of the Twentieth Century
CCJ 351	Contemporary Issues in Law Enforcement	HIS 475	ECCE: Nationalism and Imperialism
CCJ 352	Community Policing	IPL 306	ECCE: Working for Women: Service-Learning and Gender Inequality
CCJ 354	Critical Incident Resources and Response	IPL 325	ECCE: Charity to Change
CCJ 363	Gangs, Crime, and Justice	IPL 361	Social Responsibility and Leadership Development Capstone
CCJ 364	Communities, Fear, and Crime Control	IPL 362	ECCE: Social Change and Leadership
CCJ 411	Crime Myths and Moral Panic	LES 303	American Law in Comparative Perspective
CCJ 414	Criminology of Sport	LES 307	Law and Society
CCJ 415	ECCE: Crime and Sentencing: Global Issues	LES 333	ECCE: Sexual Orientation and Public Policy
CCJ 416	Law Enforcement Challenges: Terrorism	LES 334	ECCE: LGBTQ Law and Politics
CCJ 417	Criminal Procedure	LES 351	The American Jury
CCJ 418	Substantive Criminal Law	LES 354	Philosophy of Law
CCJ 419	Justice and Juveniles	LES 414	American Constitution: Government Powers and Institutions
CCJ 428	Juvenile Law	LES 415	The Supreme Court and Judicial Politics
CCJ 433	Probation Supervision Programs	LES 416	The American Constitution and Civil Liberties
CCJ 463	Introduction to Human Rights	LES 419	Environmental Law
COM 341	Media and Social Change	LES 420	National Security Issues and the U.S. Constitution
COM 404	Media Law And Ethics	LES 422	ECCE: Politics and Religion: Culture Wars
COM 471	Communication Ethics	LES 446	Family Law
COM 472	Political Communication in the United States	LES 447	Women in American Law
COM 478	ECCE:Communicating About Race	LES 448	Juvenile Law
CSC 442	Internet in American Life	LES 449	Employment Discrimination Law
ECO 301	Managerial Economics	LES 451	Law, Film and Popular Culture
ECO 302	Macroeconomics in a Global Economy	LES 453	The Politics of Reproduction
ECO 314	Analytical Decision Making for BUS and ECO	LES 462	International Law and Organizations
ECO 315	Economics for Administration	LES 463	Labor Law
ECO 335	Money, Banking, and Financial Markets	LES 464	Introduction to Human Rights
ECO 445	Economic Development	LES 473	The Law of Military Conflict
ECO 447	International Trade and Finance	LES 474	Law of Evidence
ECO 456	Public Finance	LES 475	Government Regulations and Administrative Law
ECO 461	Industrial Organization	LES 477	Criminal Procedure
ENG 368	ECCE: Creative Writing, Publishing, and Community	LES 478	Substantive Criminal Law
ENG 424	ECCE: Symbolist Movement in Europe: 1850 - 1920		

LES 488	ECCE: Conviction of the Innocent	PSC 437	Marxist Philosophy: Past, Present, Future
LIS 344	ECCE: Serving up Art	PSC 438	Postmodern Theory: Politics and Possibility
LIS 366	ECCE: European Cinema	PSC 451	Empirical Political Analysis
LIS 411	Liberty Struggles	PSC 453	The Politics of Reproduction
LIS 417	Free Market Philosophies	PSC 458	Global Social Change and Transnational Movements
LIS 424	Ancient Sport and Spectacle	PSC 462	International Law and Organizations
LIS 447	ECCE: Symbolist Movement in Europe: 1850 - 1920	PSC 463	International Political Economy
LNG 355	Spanish for Healthcare	PSC 464	ECCE: Latin American Politics
MGT 310	Managing Organizational Behavior	PSC 470	Terrorism and Public Policy
MGT 371	Social Responsibility and Ethics: Corporate and Public	PSC 474	American Foreign Policy
MGT 444	ECCE: Work, Family and Community: A U. S. Perspective	PSC 476	International Politics of the Middle East
MGT 461	Organization Theory	PSC 478	National Model United Nations
MPH 301	Global Environmental Health	PSC 483	Model United Nations
MPH 419	Environmental Law	PSY 326	Family Psychology
MPH 450	Chemicals and the Citizen	PSY 341	Industrial-Organizational Psychology
MPH 478	ECCE: Crisis in Environmental Health	PSY 433	Political Psychology
MUS 319	ECCE: Music and Social Justice	SOA 301	ECCE: Introduction to Women and Gender Studies
MUS 419	ECCE: American Musics	SOA 302	Understanding Cultures
PAD 452	Employment Discrimination Law	SOA 304	Human Evolution: Biological and Cultural
PAD 475	Government Regulations and Administrative Law	SOA 305	Women and Work in India and the US
PAR 404	Media Law And Ethics	SOA 319	ECCE: Music and Social Justice
PHI 315	Comparative Philosophy of Religion	SOA 333	ECCE: Sexual Orientation and Public Policy
PHI 428	Globalization and the Future of Democracy	SOA 334	ECCE: LGBTQ Law and Politics
PHI 437	Marxist Philosophy: Past, Present, Future	SOA 405	Sociocultural Theories
PHI 448	Moral Values in Political Philosophy	SOA 425	Law and Inequality
PHI 485	Social Philosophy	SOA 428	ECCE: Culture, Health, and Power
PSC 331	ECCE: Political Ideas and Ideologies	SOA 431	Sociology of Organizations
PSC 333	ECCE: Sexual Orientation and Public Policy	SOA 441	ECCE: Global Social Stratification
PSC 334	ECCE: LGBTQ Law and Politics	SOA 454	Family Law
PSC 351	The American Jury	SOA 455	Women in Political Movements: A Cross-Cultural Perspective
PSC 354	Philosophy of Law	SOA 458	Global Social Change and Transnational Movements
PSC 371	ECCE: Introduction to Comparative Politics	SOA 464	Sociology of Mental Health/Illness
PSC 373	Introduction to International Relations	SOA 465	Religion, Society, and the Individual
PSC 402	Legislative Politics	SWK 366	ECCE: Beyond Bias: Racism, Sexism and Heterosexism
PSC 403	Public Opinion	TEP 425	Methods of Elementary Social Studies and Humanities
PSC 404	ECCE: African Americans and American Politics	TEP 438	Social Studies Methods for Middle and Secondary Grades
PSC 405	Illinois Government and Politics	WGS 305	Women and Work in India and the US
PSC 406	The American Presidency	WGS 324	Working Class and Poor Women
PSC 408	American Political Behavior	WGS 333	ECCE: Sexual Orientation and Public Policy
PSC 409	Political Parties and Interest Groups	WGS 334	ECCE: LGBTQ Law and Politics
PSC 410	Policy Analysis and Implementation	WGS 338	Sex, Gender, and Popular Culture
PSC 414	Appellate Advocacy: Moot Court	WGS 343	ECCE: Women & Criminal Justice
PSC 415	The Supreme Court and Judicial Politics	WGS 365	ECCE: Black Women in Film History
PSC 416	The American Constitution and Civil Liberties	WGS 366	ECCE: Beyond Bias: Racism, Sexism and Heterosexism
PSC 419	Environmental Law	WGS 445	Law and Inequality
PSC 420	National Security Issues and the U.S. Constitution		
PSC 421	Law and Inequality		
PSC 425	ECCE: Democracy and Democratic Theory		
PSC 428	Globalization and the Future of Democracy		

WGS 446	Family Law	
WGS 447	Women in American Law	
WGS 449	Employment Discrimination Law	
WGS 454	ECCE: History of the Family	
WGS 473	The Politics of Reproduction	
<b>Language</b>		<b>3</b>
AAS 362	ECCE: Multicultural American Novels	
AAS 368	ECCE: African American Popular Fiction	
ART 372	Visual Storytelling and Reporting	
COM 302	Introduction to Interpersonal/Organizational Communication	
COM 303	Introduction to Mass Media	
COM 411	Computer-Mediated Interpersonal Communication	
COM 421	Advanced Interpersonal Communication	
COM 422	Small Group Communication	
COM 423	Dating and Relating	
COM 463	Organizational Communication	
ENG 311	Literary Study and Research	
ENG 371	Creative Writing Poetry	
ENG 409	Rhetoric and Composition in Digital Media	
ENG 410	Topics in Composition or Linguistics	
ENG 443	Chaucer and His Era	
ENG 455	Modern British Literature	
ENG 456	Contemporary British Literature	
ENG 471	Creative Writing: Nonfiction	
ENS 479	Writing and the Environment	
LIS 363	ECCE: Multicultural American Novels	
LIS 368	ECCE: African American Popular Fiction	
LNG 332	Spanish for Public Affairs	
LNG 344	Spanish for Business	
LNG 355	Spanish for Healthcare	
LNG 371	Spanish for Communication	
LNG 396	Spanish for Educators	
MGT 330	Business and Managerial Communication	
MGT 422	Negotiation	
PHI 301	Critical Thinking	
PHI 401	Logic	
PHI 481	Philosophy of Language	
TEP 423	Methods of Elementary Reading and Language Arts	
TEP 435	English Methods for Middle and Secondary Grades	
<b>Nature</b>		<b>3</b>
Any 300 or 400 level ASP, BIO, CHE, or MLS course		
ENS 311	ECCE: Global Change in Local Places	
ENS 331	ECCE: Evolution and Creationism	
ENS 404	Fundamentals of Geographic Information Systems	
ENS 405	Fundamentals of Remote Sensing	
ENS 412	World Environmental Thought	
ENS 418	ECCE: American Environmental History	
ENS 419	Environmental Law	

ENS 421	Environmental Economics	
ENS 422	Environmental Sociology	
ENS 425	Ecological Issues	
ENS 444	Aquatic Ecology	
ENS 445	Biology Of Water Pollution	
ENS 447	Environmental Chemistry	
ENS 448	Sustainable Food Systems	
ENS 463	Our Changing Climate	
ENS 464	Paleoecology	
ENS 465	Water Resources and Society	
ENS 468	Environmental Geology	
ENS 472	Urban Environments	
ENS 481	Forest Policy & Management	
MLS 471	Emerging Diseases	
MPH 301	Global Environmental Health	
MPH 408	ECCE: Addiction	
MPH 438	Monsters, Medicine, and Myths	
MPH 449	Environmental Toxicology	
MPH 450	Chemicals and the Citizen	
MPH 471	Emerging Diseases	
MPH 478	ECCE: Crisis in Environmental Health	
PHI 471	Philosophy of Science	
PHI 472	Introduction to Metaphysics and Epistemology	
PSY 335	Health Psychology	
PSY 412	Introduction To Biopsychology	
SOA 372	ECCE: Nature, History, and Human Action	
TEP 426	Methods of Elementary Science	
TEP 437	Science Methods for Middle and Secondary Grades	
<b>Work</b>		<b>3</b>
Any 300 or 400 level ACC, BUS, CSC, MGT, or MKT course		
CCJ 311	Law and Legal Processes	
CCJ 312	ECCE: Policing In America	
CCJ 313	Correctional Systems	
CCJ 323	Physical Evidence Processing	
CCJ 342	Statistics for Criminal Justice	
CCJ 354	Critical Incident Resources and Response	
CCJ 424	Forensic Evidence in Criminal Law	
CCJ 445	Organizational Crime	
CCJ 447	Investigative Concepts and Analysis	
CCJ 481	Perspectives on Child Maltreatment and Advocacy	
COM 309	Introduction to Social Media	
COM 312	Multimedia Reporting	
COM 313	Introduction to Radio	
COM 362	Introduction to Public Relations	
COM 403	Feature Writing	
COM 405	Editing	
COM 444	Advanced Media Writing	
COM 448	Advertising	
COM 452	Entrepreneurial Journalism	
COM 453	Advanced Visual Field Reporting	

COM 462	Writing For Public Relations
COM 465	Interviewing
COM 471	Communication Ethics
ENG 368	ECCE: Creative Writing, Publishing, and Community
IPL 300	ECCE: Internship Applied Learning
IPL 305	ECCE: Undergraduate Prior Learning Portfolio Development
IPL 306	ECCE: Working for Women: Service-Learning and Gender Inequality
IPL 325	ECCE: Charity to Change
IPL 361	Social Responsibility and Leadership Development Capstone
IPL 362	ECCE: Social Change and Leadership
LNG 332	Spanish for Public Affairs
LNG 344	Spanish for Business
PAD 481	Perspectives on Child Maltreatment and Advocacy
PSY 452	Introduction to Clinical Psychology
PSY 466	Working with Victims of Sexual Assault and Abuse
PSY 481	Perspectives on Child Maltreatment and Advocacy
SWK 344	Social Work Practice I
SWK 355	Social Welfare Policies and Services
SWK 481	Perspectives on Child Maltreatment and Advocacy
TEP 481	Perspectives on Child Maltreatment and Advocacy
<b>Total Hours</b>	<b>40</b>

<sup>1</sup> This requirement may be satisfied using 300 and 400 level subject area courses the student has taken.

## Liberal Studies Minor

- Liberty Studies
- Social Responsibility and Leadership Development

## Online Degree

- Liberal Studies (p. 83)

The online Liberal Studies degree allows students to participate in dynamic, diverse, and interactive online learning communities and to complete their degrees via the Internet. The online format enables them to complete course work using the latest networked information technologies for increased access to educational resources, advisors, and materials with no on-campus visits required. The online degree follows the same curriculum as the on-campus degree. For more information on the admission process, please check out the How to Apply and/or Apply Today links.

# Mathematical Sciences

## Contact Information

**Website:** [www.uis.edu/math/](http://www.uis.edu/math/)  
**Email:** [mat@uis.edu](mailto:mat@uis.edu)  
**Office Phone:** (217) 206-8405  
**Office Location:** WUIS 13

- Bachelor of Arts
- Minor

The Mathematical Sciences Department is designed to meet the ever-increasing demands for diverse quantitative skills.

By making different choices from technical electives, students can tailor their degrees to prepare for these various careers. Those who plan to teach mathematics or work in engineering or the physical sciences should choose mathematics courses. Those who wish to apply mathematical methods to life sciences, social sciences, actuarial sciences or business fields should choose statistics courses. Any of these choices provide excellent preparation for graduate work in fields that need quantitative skills.

A minor in mathematical sciences augments a student's background in mathematics by increasing knowledge of mathematics, operations research, or statistics -- knowledge that is useful in careers in teaching, research, industry, or management.

## Enrollment Capacity

The Mathematical Science Department will accept new students each fall and spring semester. For best consideration, students should submit application materials as early as possible prior to the semester in which they would like to attend. Contact the online coordinator for specific information.

## The Bachelor's Degree

The B.A. in Mathematical Sciences is designed to prepare students for careers using mathematics, operations research, and statistics in the fields of teaching, research, industry, insurance, and management or for graduate study in mathematical sciences or related areas.

## Advising

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

## Grading Policy

Required core and elective MAT courses must be numbered 330 or higher, and must be taken for a letter grade. The CR/NC option is not acceptable. Transfer credit for upper-division course work is evaluated on a case-by-case basis through a Student Petition.

## Mathematics Placement

All mathematics courses have prerequisites to assure appropriate placement. For mathematics courses at or below 100-level, students may meet prerequisites by having an appropriate standardized test score (ACT Math Score or SAT Math Score) or by earning an appropriate score on the placement test (ACCUPLACER Math test).



Details can be found at the website of the Department of Mathematical Sciences.

## Requirements

### Required Courses

MAT 330	Entrance Assessment	0
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### Core Courses

MAT 332	Linear Algebra	4
MAT 415	Advanced Calculus	4
MAT 431	Mathematical Statistics I	4
MAT 444	Operations Research Methods	4
MAT 491	Exit Assessment	0

Select from one of the following two clusters: 16

#### Cluster A

MAT 403 Abstract Algebra

MAT 404 Geometry

Two MAT elective courses (8 hours)

#### Cluster B

MAT 421 Statistical Methods

MAT 432 Mathematical Statistics II

Two MAT elective courses (8 hours)

**Total Hours** 32

## Mathematical Sciences Minor

### Advising

Students wishing to minor in Mathematical Sciences should select an academic advisor from among the Mathematical Sciences faculty who will help ensure that all requirements for the minor are met.

To earn a minor in Mathematical Sciences, students must complete a minimum of 24 semester hours, at least 12 hours of which must be upper-division course work taken at UIS. Transfer credit for lower-division course work and for upper-division mathematics courses is evaluated on a case-by-case basis through a Student Petition. Upon completing the core course requirements, students must then select an area of specialization (mathematics, operations research, or statistics) and complete 12 semester hours as detailed below.

## Requirements

### Core Courses

MAT 115	Calculus I	4
MAT 116	Calculus II	4
MAT 332	Linear Algebra	4

Select from one of the following three specializations: 12

MAT 403 Abstract Algebra

MAT 404 Geometry

**One elective course (4 hours)**

### Operations Research Specialization Requirements

MAT 403 Abstract Algebra

or MAT 404 Geometry

MAT 442 Probability Modeling and Computer Simulation

MAT 444 Operations Research Methods

### Statistics Specialization Requirements

MAT 403 Abstract Algebra

or MAT 404 Geometry

MAT 421 Statistical Methods

MAT 431 Mathematical Statistics I

**Total Hours** 24

## Online Degree

- Mathematical Sciences (p. 90)

Formal application to both the University and the Mathematical Sciences department are required for admission. Students must complete a UIS Application for Admission, and pay the required application fee.

## Medical Laboratory Science

### Contact Information

**Website:** [www.uis.edu/medical-lab-science](http://www.uis.edu/medical-lab-science)

**Email:** [mhs@uis.edu](mailto:mhs@uis.edu) ([cls@uis.edu](mailto:cls@uis.edu))

**Office Phone:** (217) 206-8651

**Office Location:** SLB 16

- Bachelor of Science - (MLS) - Medical Laboratory Science
  - Pre-Medical Concentration
  - Medical Laboratory Technician (MLT) - Medical Laboratory Science (MLS) Articulation

## Program Background

A Bachelor of Science degree in Medical Laboratory Science (MLS) provides exciting opportunities for individuals with an interest in science who wish to pursue a career as a Medical Laboratory Scientist. An MLS education also provides excellent preparation for medical and graduate schools or employment opportunities outside of a typical hospital setting. MLS graduates have gone on to medical school; law school; and physician assistant, pathologist assistant, and public health programs. Diverse job opportunities include employment in medical laboratories, research laboratories, forensic science laboratories, veterinary laboratories, fertility centers, higher education, healthcare information technology, and consulting. In the past three years, 100% of UIS MLS graduates who sought employment have found employment in the field/closely related field or have pursued further education within one year of graduation.

Medical Laboratory Scientists play an integral role in the interdisciplinary spectrum of healthcare by: performing and interpreting a wide array of testing; investigating and correcting incidences of patient misidentification; researching and developing evidence-based testing algorithms; selecting and implementing new testing platforms; and validating, maintaining, and troubleshooting analytical instrumentation. Medical Laboratory Scientists serve as a valuable resource for the diverse healthcare workforce by providing guidance in the collection, selection, and interpretation of laboratory testing. Medical laboratory professionals must evolve continuously in the unpredictable and innovative healthcare atmosphere; carrying on rigorous continuing education programs throughout their careers.

Medical Laboratory Science has experienced several nomenclature changes throughout the history of the profession; beginning with Medical Technology (MT), then on to Clinical Laboratory Science (CLS), and finally, an amalgamation of the two, Medical Laboratory Science (MLS). For this reason, the professional laboratory

environment is occupied by a workforce exhibiting all three certification terminologies (i.e. MT, CLS, MLS); though, each reflects the same level of laboratory education. To appropriately reflect current professional certification nomenclature, the Medical Laboratory Science (MLS) Program at UIS recently changed its name from Clinical Laboratory Science (CLS).

## Accreditation

The UIS MLS Program is accredited by the National Accrediting Agency for Clinical Laboratory Science (NAACLS), 5600 N. River Rd., Suite 720, Rosemont, IL 60018 (773) 714-8880. The MLS program's current full ten-year accreditation is the result of two consecutive accreditation cycles with no deficiencies.

Upon completion of a NAACLS approved laboratory education route, an individual may sit for the American Society for Clinical Pathology (ASCP) Board of Certification (BOC) MLS professional certification examination. Graduates of the MLS Program at UIS are eligible to sit for the ASCP BOC examination via Route 1.

## Program Features/Requirements

The MLS major consists of two distinct academic phases: the pre-professional phase and the professional phase. During the pre-professional phase, the first two years of the four-year major, students complete UIS general education requirements and MLS prerequisites. During the professional phase, the final two years of the four-year major, students complete the MLS core courses and obtain clinical experience during practicum courses. The professional phase is the NAACLS-accredited Medical Laboratory Science program. All students must complete a secondary admissions process and be accepted by the MLS Program before they may begin the professional phase. See the MLS website for application information.

According to NAACLS curriculum requirements, the UIS MLS Program includes didactic and laboratory coverage of: Clinical Chemistry, Hematology, Hemostasis, Immunology, Immunohematology, Microbiology, Urine and Body Fluid Analysis, and Laboratory Operations. Due to content distribution and complexity, Clinical Chemistry, Hematology, Immunohematology, and Microbiology are considered major content areas while Hemostasis, Immunology, Urine and Body Fluid Analysis, and Laboratory Operations are considered minor content areas. Additional MLS Program content areas not required by NAACLS but relevant and necessary for professional preparation include: Phlebotomy, Molecular Diagnostics, Education, and Management.

During the first year of the professional phase, students complete on-campus didactic and laboratory course work. After successful completion of all first-year course work, students rotate through clinical practicum courses in each of the four major content areas. Additionally, students complete a Special Topics practicum course in which they experience minor or highly specialized laboratory areas. Over the course of an academic year, students rotate through two separate clinical affiliate sites; completing two major practicum content areas per site. This allows students the opportunity to see a variety of laboratory and healthcare environments; serve diverse patient populations; and utilize several computer platforms. See the MLS Student Handbook for a current list of clinical affiliates. The program concludes with a two-part research and exam preparation capstone course series. Students must successfully pass a comprehensive closure exam to graduate from the MLS Program.

As required by the program's clinical affiliates, prior to clinical practicum courses, all MLS students are required to submit to a background check and drug testing results. In the event that a student's record includes a felony conviction, the program may not be able to secure clinical practicum spots. If clinical practicum spots are obtained, the student may not be able to be employed in healthcare.

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## Honors in Medical Laboratory Science (Department Honors)

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

1. Maintain a minimum cumulative GPA of 3.25
2. Earn a minimum grade of B- for each course in the MLS Program
3. Successfully complete three credits of MLS 400 Applied Research
4. Present their findings in a formal paper and public presentation

Students must apply for participation in the honors program to the MLS Program Director and ALH Chair and obtain approval of a faculty research advisor prior to their final semester. This is not connected with the CAP Honors Program. Details can be found in the MLS Student Handbook.

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## The Bachelor's Degree

- Pre-Medical Concentration (p. 93)
- Medical Laboratory Technician (MLT) - Medical Laboratory Science (MLS) Articulation (p. 93)

## Advising

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

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

The transfer option provides for the continuing education of students who have completed the first two years (60 semester hours) of lower-division work (preferably with the A.A. or A.S. degree). The MLS program has two + two articulation agreements with several community colleges; however, transfer students from other two-year and four-year institutions are also encouraged to apply. See the MLS Program Director regarding questions about transfer of credits.

Students should consult with college advisors for specific guidance regarding completion of general education requirements. In MLS, the clinical practicum courses (**MLS 487**, **MLS 488**) fulfill the requirement for the ECCE Engagement Experience (six hours).

For best outcomes in the Program and on the national certification exam, part-time status is not recommended.

## Grading Policy

Since the curriculum includes laboratory work done under professional supervision, the degree candidate must satisfy the customary expectations of academic work and must also meet the high-quality standards demanded of a professional medical laboratory scientist. Students must maintain a minimum cumulative GPA of 2.0 at UIS. Medical Laboratory Science students are required to maintain a programmatic GPA of 2.5 and must earn a grade of C- or better in all required courses.

## Requirements

### MLS Course Requirements

MLS 301	Foundations in Medical Laboratory Science	1
MLS 311	Laboratory Operations	2
MLS 331	Evidence-Based Inquiry	2
MLS 341	Physiologic Processes	3
MLS 382	Hematology I	3
MLS 383	Medical Microbiology I	4
MLS 384	Clinical Chemistry I	4
MLS 442	Hematology II	4
MLS 443	Medical Microbiology II	3
MLS 444	Clinical Chemistry II	3
MLS 448	Introduction to Immunology	3
MLS 449	Introductory Immunology Lab	1
MLS 468	Immunohematology	4
MLS 477	Molecular Diagnostics	2
MLS 481	Education and Management	2
MLS 487	ECCE: Practicum I	6
MLS 488	ECCE: Practicum II	6
MLS 496	Special Topics Practicum	2
MLS 497	Senior Seminar I	2
MLS 498	Senior Seminar II	2
<b>Total Hours</b>		<b>59</b>

## Medical Laboratory Technician (MLT) - Medical Laboratory Science (MLS) Articulation

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

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

*Sample Curriculum/Program Guide:* See the MLS website.

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

## Pre-Medical Concentration

Students can formalize their preparation for medical or professional schools by earning the MLS Pre-Medical concentration. This designation will appear on the transcript. Students are not required to complete the Pre-Medical concentration in order to apply to medical school or other professional school.

Pre-med students are advised to take Intro Psychology and Intro Sociology as 2 of the 3 general education social science courses. Students should take MAT 115, Calculus I, as a general education math requirement in addition to a statistics course such as MAT 121. A student who would like to have a Pre-Medical concentration in MLS should consult the MLS Program Director or MLS advisor as some courses in the sciences have recently changed.

The MLS major will need to complete the following courses for the Pre-Medical concentration, in addition to MLS prerequisite courses and MLS major courses, to complete the Pre-Medical concentration.

### Requirements

#### Required Courses

ASP 201	University Physics I	4
ASP 202	University Physics II	4
CHE 268	Organic Chemistry I Laboratory <sup>1</sup>	1
CHE 269	Organic Chemistry II	3
CHE 271	Organic Chemistry II Lab	1
MAT 115	Calculus I	4

#### Electives

Select at least four hours from the following:		4
BIO 311	Cell Biology	
BIO 381	Genetics	
BIO 428	Human Disease	
BIO 429	Human Anatomy and Physiology I	

**Total Hours** **21**

<sup>1</sup> CHE 268 in an MLS prerequisite course

## Modern Languages

### Contact Information

**Website:** [www.uis.edu/englishmodernlanguages](http://www.uis.edu/englishmodernlanguages)

**Email:** [lng@uis.edu](mailto:lng@uis.edu)

**Office Phone:** (217) 206-6779

**Office Location:** UHB 3050.

Language courses offered in:  
Chinese and Spanish

The University of Illinois Springfield offers classes in Chinese and Spanish.

A minor in Spanish is also offered.

Modern Languages classes are kept small to ensure individual attention. Course offerings in Modern Languages are listed in the

current course schedule under the LNG course prefix. Permission of the instructor is required to enroll.

## Central Illinois Foreign Language and International Studies Consortium

UIS students may also apply to study (for UIS credit) the foreign languages offered at Lincoln Land Community College, Benedictine University, and Illinois College through the Central Illinois Foreign Language and International Studies Consortium. Please contact the Modern Languages office for information.

### Proficiency Testing

Students can obtain proficiency credit by completing a proficiency exam conducted by Modern Languages faculty. Proficiency testing is available in the languages that we typically offer, but is ultimately contingent upon the availability of faculty in those languages. Students seeking proficiency testing in languages that our program does not offer will be responsible for arranging for an examiner to work with our office to complete the testing.

### Grading Policy

Students must obtain a grade of C or higher (grades of C- or lower will not be accepted) to advance to the next level of language course work.

### Modern Language Courses

**Note:** Language availability is subject to change on a semester-by-semester basis. Students should consult with the department to determine availability.

### Requirements

#### Required Courses

LNG 295	Foreign Language Competency	4
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#### Chinese Courses

LNG 141	Elementary Chinese I	3
LNG 142	Elementary Chinese II	3
LNG 241	Intermediate Chinese I	4
LNG 242	Intermediate Chinese II	4

#### Spanish Courses

LNG 121	Elementary Spanish I	4
LNG 122	Elementary Spanish II	4
LNG 221	Intermediate Spanish I	4
LNG 222	Intermediate Spanish II	4

### Spanish Minor

**The program is not accepting applications for the Spanish minor at this time.**

Students pursuing the Spanish minor will make cross-cultural connections with their own disciplines of studies. The Spanish minor focuses on Spanish for the professions, a focus that follows nationwide trends in order to enhance students' academic and career opportunities. Spanish for the professions intertwines established minors/majors such as business, communication, criminal justice, health, English, global studies, teaching, theatre, and social services. This approach ensures that students will compete in the twenty-

first century global economy with the required language skills that employers consider vital in today's job market.

To earn a minor in Spanish, students need to complete a total of 16 credit hours.

### Requirements

#### Prerequisite Course <sup>1</sup>

LNG 222	Intermediate Spanish II	4
or LNG 295	Foreign Language Competency	

#### Required Course

LNG 321	Spanish Civilization and Culture	3
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#### Elective Courses

**Select three of the following:** **9**

LNG 332	Spanish for Public Affairs	
LNG 344	Spanish for Business	
LNG 355	Spanish for Healthcare	
LNG 368	Spanish-Speaking Communities	
LNG 371	Spanish for Communication	
LNG 382	Spanish for the Arts	
LNG 396	Spanish for Educators	

**Total Hours** **16**

<sup>1</sup> Only these two course options will count as prerequisites for the Spanish Minor. LNG 121, LNG 122, and LNG 221 do not count toward the Spanish Minor

## Music

### Contact Information

**Website:** [www.uis.edu/music/](http://www.uis.edu/music/)  
**Email:** [music@uis.edu](mailto:music@uis.edu)  
**Office Phone:** (217) 206-6240  
**Office Location:** VPA 62

### Music courses offered in

Ethnomusicology, music history, music theory, music technology, performance ensembles, chamber music, individual lessons, class guitar, and class piano.

The Department of Art, Music, and Theatre includes academic programs of study in the disciplines of Visual Arts, Music, and Theatre. Art offers a B.A. and a minor in Visual Arts. The Visual Arts Program and the Psychology Department work in tandem to offer a minor in Art Therapy. Minors are also offered in Theatre and Music. The Department of Art, Music, and Theatre fosters study in the practical application of various arts disciplines, as well as study in the historical, cultural, and philosophical underpinnings of each discipline. Visual Arts courses are listed in the course schedule with the prefix ART. Music courses are listed in the course schedule with the MUS prefix, and Theatre courses are listed in the course schedule with the prefix THE. Please refer to each discipline's catalog entry or website for information about courses, degree offerings, and co-curricular opportunities.

### Music Program Information

In addition to the Music Minor, the University of Illinois Springfield offers music courses that fulfill requirements in the UIS General



Education curriculum, particularly in the areas of Humanities and Visual, Creative, and Performing Arts.

Students may also take music classes for general elective credit.

Our curriculum includes classes in ethnomusicology, music history, music theory, music technology, performance ensembles, chamber music, individual lessons, and more.

Music studies are integral to a liberal arts curriculum. These courses offer students the opportunity to develop skills in reading, creating, performing, and thinking critically about music.

## Music Minor

The UIS Music minor is designed to help students increase their general music knowledge and acquire a basic understanding of diverse methodologies of music study. It introduces students to a range of musical instruments, styles, methodologies and career options.

Students may plan a broad-based minor that includes courses in music performance, ethnomusicology, musicology, music theory, and music technology, or they may tailor their degree to focus on one particular aspect of music study. Currently, the music program maintains strong course offerings in the areas of ethnomusicology and fundamental questions about the role of music in human social life focusing on diverse issues like cultural relativity, national identity, globalization, and social justice. Music performance courses help students advance their technical proficiency, engage in critical thinking about music as text, and hone their collaborative skills in a variety of world music traditions. The Music minor is open to students in any field.

## Advising

Students will be assigned a Music Minor Faculty advisor, who will assess individual curricular needs and assist in creating an appropriate academic plan.

## Grading Policy

Students must earn a grade of C or better in all courses that apply toward the degree. Grades of C- or lower will not be accepted toward the Music minor.

To earn a minor in Music, students must complete a minimum of 15 semester hours. Three lower-division courses are required for the minor: One in musicology, one in music theory, and one in ethnomusicology. Six hours of electives are required for the minor, and three of these elective hours must be upper division courses taken at UIS. The program may approve transfer credit of no more than two courses. Students should consult with an academic advisor to ensure that they have understood the minor requirements.

## Requirements

### Required Courses

MUS 111	Fundamentals of Music Theory	3
MUS 121	Music Appreciation	3
MUS 191	Musics of the World	3
Select 6 hours of electives, three hours of which must be upper division		6
ART 367	ECCE: Arts and Identity in Pacific Island Cultures	
MUS 101	Vocal Music Ensemble <sup>1</sup>	
MUS 105	Instrumental Music Ensemble <sup>1</sup>	

MUS 131	Beginning Class Guitar
MUS 133	Beginning Class Piano
MUS 141	Individual Music Lessons I <sup>1</sup>
MUS 151	Arts & Identity: Japan & U.S.
MUS 181	Introduction to Music Technology
MUS 261	Introduction to Music Education
or TEP 261	Introduction to Music Education
MUS 301	Vocal Music Ensemble <sup>2</sup>
MUS 305	Instrumental Music Ensemble <sup>2</sup>
MUS 319	ECCE: Music and Social Justice *
MUS 334	Entrepreneurship in the Arts
or ART 334	Entrepreneurship in the Arts
or BUS 334	Entrepreneurship in the Arts
or THE 334	Entrepreneurship in the Arts
MUS 335	Jazz in American Culture *
MUS 341	Individual Music Lessons II <sup>2</sup>
MUS 367	ECCE: Arts and Identity in Pacific Island Cultures *
MUS 380	Topics in Music
MUS 419	ECCE: American Musics *
MUS 499	Tutorial
SOA 319	ECCE: Music and Social Justice
SOA 335	Jazz in American Culture
SOA 367	ECCE: Arts and Identity in Pacific Island Cultures
SOA 419	ECCE: American Musics
<b>Total Hours</b>	<b>15</b>

<sup>1</sup> A combined maximum of 3 credit hours from the following lower level performance classes may be applied to the minor: MUS 101, MUS 105, MUS 141.

<sup>2</sup> A combined maximum of 3 credit hours from the following upper level performance classes may be applied to the minor: MUS 301, MUS 305, MUS 341.

\* Only one course per set of courses cross listed with one another may be applied to the Music Minor (eg. MUS 281 is cross listed with SOA 281--only one of these two courses may be applied; or ART 367, MUS 367 and SOA 367 are cross listed with one another--only one of these three courses may be applied) .

## Philosophy

### Contact Information

**Website:** [www.uis.edu/philosophy/](http://www.uis.edu/philosophy/)

**Email:** [phi@uis.edu](mailto:phi@uis.edu)

**Office Phone:** (217) 206-6790

**Office Location:** UHB 3010

- Bachelor of Arts
- Minor

## Departmental Goals and Objectives

The Philosophy Department at UIS strives to be a national leader in offering advanced undergraduate education online while serving the entire UIS student population, undergraduate and graduate. The curriculum focuses on the areas of core analytic philosophy (metaphysics, epistemology, and related areas) and values (ethics,

aesthetics, and political philosophy) while providing a sound background in the history of philosophy.

The objectives of the Philosophy major include providing students with basic knowledge in the main areas of philosophy (theory of knowledge, values, and history of philosophy); increasing their awareness of ethical issues; improving their analytical skills; and assisting them in developing problem-solving experience in at least one of the main areas of philosophy.

## The Bachelor's Degree

The Bachelor of Arts degree in Philosophy is offered online and on-campus. Courses for the degree can be taken entirely online within two years. Students who take the major on-campus may need to take some classes online. Online students must apply to the program. The admission process to the online major takes quality and diversity into account.

## Advising

Students should consult with their academic advisor for specific guidance regarding completion of general education requirements.

## Three Main Areas of Study

Students must take a minimum of two classes in the following three areas: 1) core analytical philosophy, 2) history of philosophy, and 3) values.

1. In order to gain analytical skills, students must take at least two classes (eight hours) in the area of core philosophy, such as philosophy of mind, philosophy of language, philosophy of science, and analytical metaphysics.
2. In order to gain a comprehensive outlook on the history of philosophy, students must take one class in ancient and medieval philosophy (such as PHI 421) and one class in the history of modern philosophy (such as PHI 425) or department approved comprehensive equivalents of at least seven credit hours.
3. In order to gain familiarity with value theory, students are required to take at least two classes (at least eight hours) in the areas of ethics, aesthetics, or political philosophy. This includes at least one course devoted specifically to ethics, satisfied by PHI 242 or PHI 341 or PHI 447 or an equivalent approved by the department.

## Area of Specialization

Currently, students may specialize in the area of core analytic philosophy or in the area of values. In addition to the eight hours required of all majors, students specializing in either core analytic philosophy (Area 1) or values (Area 3) must take one advanced class in the area of specialization and a senior seminar associated with the chosen area of specialization. Students should note that advanced courses have at least four hours of Area 1 or Area 3 courses as prerequisites.

## Philosophy Electives

In order to gain a broad philosophical perspective, every student needs to take four hours of philosophy electives (an extra class in any area of philosophy, including topics not covered in the main major, such as

continental, feminist, or Asian philosophy; American pragmatism; or philosophy of religion).

## Requirements

### Core Courses

Matriculation module <sup>1</sup>	0
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### Logic/Critical Thinking

PHI 301	Critical Thinking (or equivalent transfer course)	4
or PHI 401	Logic	

### Area 1 (Core Analytical Philosophy)

Select eight hours from the following:	8
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PHI 353	Person, Identity, and Dignity	
PHI 470	Topics in Analytic Philosophy	
PHI 471	Philosophy of Science	
PHI 472	Introduction to Metaphysics and Epistemology	
PHI 473	Philosophy of Mind	
PHI 481	Philosophy of Language	
PHI 482	Metaphysics of Things	

### Area 2 (History of Philosophy)

Select two of the following:	8
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PHI 421	Ancient & Medieval Philosophy	
PHI 425	History of Modern Philosophy	
PHI 480	Readings in the History of Philosophy	

### Area 3 (Values) <sup>2</sup>

Select eight hours from the following:	8
--	---

PHI 242	Ethics, Love & Goals of Life	
PHI 336	Contemporary American Political Philosophy	
PHI 341	Ethics	
PHI 432	Philosophy of Art	
PHI 434	Aesthetics	
PHI 441	Moral Theory	
PHI 447	Rationality and Moral Choice	
PHI 448	Moral Values in Political Philosophy	
PHI 460	Topics in Normative Philosophy	
PHI 485	Social Philosophy	

### Philosophy Elective

Any PHI class	4
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### Advanced class in specialization

Select one of the following:	4
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PHI 460	Topics in Normative Philosophy	
PHI 470	Topics in Analytic Philosophy	
PHI 480	Readings in the History of Philosophy	
PHI 481	Philosophy of Language	
PHI 482	Metaphysics of Things	
PHI 485	Social Philosophy	

### Capstone

PHI 495	Senior Seminar in Philosophy	4
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### Total Hours

40

<sup>1</sup> Note: The Matriculation Module must be completed before the last 16 semester hours of philosophy courses are taken.

<sup>2</sup> All majors must take PHI 242 or PHI 341 or PHI 447

**NOTE:** Students may have seven hours in any or all of Areas 1, 2, 3, and three hours in the elective, with additional hours in another area.

## Philosophy Minor

The minor in Philosophy is open to all undergraduate students at UIS, both online and on-campus. The minor consists of four classes (at least 15 hours), at least eight hours of which must be upper-division classes taken in Philosophy at UIS, with at least one course in each of the following areas:

### Requirements

<b>Critical Thinking or Logic</b>		<b>3-4</b>
PHI 301	Critical Thinking	
PHI 401	Logic	
PHI 447	Rationality and Moral Choice	
<b>Values (Ethics, Aesthetics, Political Philosophy)</b>		<b>2-4</b>
PHI 242	Ethics, Love & Goals of Life	
PHI 336	Contemporary American Political Philosophy	
PHI 411	Feminist Theories	
PHI 432	Philosophy of Art	
PHI 434	Aesthetics	
PHI 441	Moral Theory	
PHI 447	Rationality and Moral Choice	
PHI 448	Moral Values in Political Philosophy	
PHI 460	Topics in Normative Philosophy	
PHI 485	Social Philosophy	
<b>History of Philosophy</b>		<b>4</b>
PHI 353	Person, Identity, and Dignity	
PHI 421	Ancient & Medieval Philosophy	
PHI 425	History of Modern Philosophy	
PHI 480	Readings in the History of Philosophy	
Elective (Any class or independent study in philosophy)		3-4
<b>Total Hours</b>		<b>12-16</b>

## Online Degree

- Philosophy (p. 96)

The online Bachelor of Arts degree in Philosophy allows students to participate in dynamic, diverse, and interactive online learning communities and to complete their degrees via the Internet. The online format enables them to complete course work using the latest networked information technologies for increased access to educational resources, advisors, and materials with no on-campus visits required. The online degree follows the same curriculum as the on-campus degree. For more information on the admission process, please check out the How to Apply and/or Apply Today links.

## Pre-Medical

### Contact Information

**Website:** [www.uis.edu/premed/](http://www.uis.edu/premed/)

**Email:** [premed@uis.edu](mailto:premed@uis.edu) ([prehealth@uis.edu](mailto:prehealth@uis.edu))

**Office Phone:** (217) 206-6589

**Office Location:** HSB 314

## Goals and Objectives

This minor is only open to students who are NOT majoring in chemistry, biology, or medical lab science. Students in those majors should consult the pre-medical concentrations for those majors.

The goal of the pre-medical minor curriculum offered by the Natural Sciences Division is to prepare undergraduate students for professional program in medicine, pharmacy, dentistry, ophthalmology, veterinary medicine and other careers in the health-sciences. Students who want to pursue a career in a medicine must specially prepare themselves for admission to a graduate program in their area of interest. To pursue this goal they do not need to pursue a science oriented degree. However, they must develop a strong background in science and math. The purpose of this minor is to provide the minimum background that a non-science major must have to complete a successful application to medical, pharmacy, veterinary, and dental school as well as professional programs in other health sciences.

## Pre-Medical Minor

### Advising

Students are expected to meet with an advisor before beginning the Pre-Medical Minor. At the meeting, the student and advisor will prepare a course plan to ensure all requirements will be met. Advising will also help students focus their career goals, identify admissions requirements to post-graduate programs which are not satisfied by the pre-med minor and navigating the process of applying to post-graduate health science programs.

### Grading Policy

There is no minimum GPA requirement for this minor. However most post-graduate professional health science programs have stringent minimum GPA requirements that students must meet in order to earn admission.

To earn a Pre-Medical minor, students must complete 36 credit hours. Students are expected to meet with an advisor before beginning the minor.

## Requirements

### Required Courses

ASP 201	University Physics I	4
ASP 202	University Physics II	4
BIO 141	General Biology I	4
BIO 142	General Biology II	4
CHE 141	General Chemistry I	4
CHE 142	General Chemistry II	4
CHE 267	Organic Chemistry I	3
CHE 268	Organic Chemistry I Laboratory	1
CHE 269	Organic Chemistry II	3
CHE 271	Organic Chemistry II Lab	1
MAT 115	Calculus I	4

**Total Hours** **36**

Students are permitted to count any of the required courses for the minor simultaneously for any other graduation requirement. For example a student may use BIO 141 and CHE 141 to satisfy their lower-division general education science requirement. Or MAT 115

could be used for a general education math requirement or toward a requirement in the student's major, in addition to counting toward the Pre-Medical minor.

Any course that meets the Illinois Articulation Initiative standards for the above courses may be transferred to count for this minor by a Student Petition. A minimum of 12 credit hours in this minor must be completed at UIS. Students should also be aware that some of the most selective post-graduate programs require their applicants to take these courses at accredited four-year colleges or universities.

The courses in this minor represent the intersection of the minimum requirements for admission to most medical schools. Individual professional schools may have additional requirements that are not met by this minor. Students are advised to take courses beyond the minor requirements to prepare for entrance exams such as the MCAT and DCAT. It is critical that students pursuing a Pre-Medical minor regularly meet with their advisor to help ensure that in addition to completing the minor, they are informed about additional courses that are recommended to prepare them for admission to the post-graduate professional health science program of their choice.

## Psychology

### Contact Information

**Website:** [www.uis.edu/psychology/](http://www.uis.edu/psychology/)

**Email:** [psy@uis.edu](mailto:psy@uis.edu)

**Office Phone:** (217) 206-6696

**Office Location:** UHB 3144

- Bachelor of Arts
- Concentrations (5)
- Minor

## Departmental Goals and Objectives

Psychology is the scientific study of the complexities of human and animal behavior. This complexity is reflected by the fact that the American Psychological Association has over 50 divisions, each representing a general area of interest or expertise and each having its own set of theoretical and research publications. In addition, there are at least 240 separate areas of specialization represented by these divisions.

The goal of the Psychology curriculum is to help students become familiar with common theoretical and research perspectives while also studying topics of particular interest and value. To accomplish this goal, the Psychology curriculum contains two core courses that address the problem solving, critical thinking, and communication skills common to psychology as a whole (i.e., Research Methods in Psychology and Senior Seminar). Course concentrations allow students to further develop and apply these skills within particular content areas and with specific personal or career goals in mind.

A major in Psychology provides students with the fundamental liberal arts perspective and understanding of basic psychological issues appropriate for many entry-level positions in business, government, industry, health care, and education. For example, Psychology students planning to pursue an advanced degree in a helping field should follow the Clinical/Counseling Psychology concentration. Students planning to participate in the Teacher Education Program to obtain teacher certification should follow the

Educational Psychology concentration. Students planning to obtain a position in business, government, or industry may choose to follow the Experimental Psychology concentration or, if they have an interest in a particular topic, they may decide to pursue any one of the other concentrations. Students taking courses for their own benefit or pleasure may wish to pursue the Individualized concentration and choose appropriate courses in consultation with their academic advisors. The Individualized concentration is offered online.

For students interested in the helping professions, a career in higher education, or doing research in the field, it must be emphasized that such activities generally require a graduate degree (M.A., M.S.W., Ph.D., Psy.D. or Ed.D.). Although the required core courses and recommended course concentrations are designed to offer an education appropriate for continued study at the graduate level, students may want to tailor their course selections to the particular admission requirements of a specific institution or profession. Psychology majors who plan to pursue advanced studies are strongly encouraged to consult with their academic advisors to design an appropriate undergraduate course plan.

The Psychology curriculum is structured to encourage students to pursue electives outside psychology as part of a broad liberal arts education. In addition, UIS requirements contribute to a broad educational experience. For example, internships provide students with an opportunity to integrate classroom learning and practical field experience, as well as to gain experience that may be useful in later decisions about employment or training. Placements have included local mental health centers, other mental health and community service organizations, and research positions.

## The Bachelor's Degree

The Psychology department offers five concentrations within the major (listed below). Requirements for each concentration are linked.

- [Clinical/Counseling Psychology Concentration \(p. 99\)](#)
- [Developmental Psychology Concentration \(p. 100\)](#)
- [Educational Psychology Concentration \(p. 100\)](#)
- [Experimental Psychology Concentration \(p. 100\)](#)
- [Individualized Concentration \(p. 101\)](#)

## Advising

The Psychology department has a team of advisors ready to assist students in achieving their academic and career preparation goals. Refer to the department website for resources to help you succeed in achieving your academic goals. All Psychology majors and minors should consult with the department academic advisor before registering for courses. The advisor helps students with the following issues:

- Course scheduling (e.g., planning courses to take for upcoming semesters)
- Petitions (e.g., waive a required course or request for upper-division credit)
- Progress toward degree
- Appeals (e.g., Appeal of Academic Suspension or Satisfactory Academic Progress Appeal Form)



All Psychology majors should consult with their faculty advisor on the following issues:

- Graduate school counseling (e.g., choosing the right graduate degree and program, the application process)
- Career counseling (e.g., what job opportunities are there post-BA?)
- Internship possibilities (e.g., should I do an internship? What internships are available?)

## Grading Policy

Psychology majors and minors must earn a grade of C or better in all Psychology courses to use them for completion of degree requirements (grades of C- or lower will not be accepted).

## Assessment of Learning within the Discipline

All Psychology majors are required to complete, at program entry and exit, an assessment exam designed to evaluate scientific critical thinking skills, as well as a broad range of content knowledge and skill application within the discipline. PSY 301 Orientation and Entrance Assessment is a non-credit course used to provide students with information about the Psychology Department and major at UIS and track assessment exam completion at entry. Students must register for PSY 301 during their first semester of enrollment as Psychology majors. Students who do not complete the entrance assessment exam during their first semester will not be allowed to register for additional Psychology course work until the assessment exam has been completed. Students will complete the assessment exam a second time as part of the required, credit-bearing, capstone course PSY 471 Senior Seminar. Exit assessment exam scores are used for Psychology Department curriculum review and planning, and do not impact progress toward graduation.

## Course Waiver Policy

Because academic work at the University of Illinois is considered to be a continuation of the student's previous education, students who have earned a grade of B or better (grades of B- or lower will not be accepted) in a lower-division psychology course beyond an introductory psychology course at another institution (and have taken the course within the past six years) may petition to use it to waive the *required course* in a Psychology concentration. A waiver based on lower-division course work does not reduce the total number of credit hours required in the major.

## Degree Requirements

Psychology majors are required to take a minimum of 36 hours in Psychology. Eight of these hours must be PSY 302 Research Methods In Psychology (or its equivalent) and PSY 471 Senior Seminar. It is strongly recommended that PSY 302 be taken during the first semester and that PSY 471 be taken during the final semester. Students must save graded writing assignments from their courses for further use in PSY 471. The additional 28 hours will vary depending on the concentration selected or the individualized concentration designed by each student. All Psychology majors must declare their concentration selection by completing a Change of Curriculum form and submitting it to Records and Registration. Only two courses taken to complete the major can be cross-listed with other departments.

## Ethical Conduct

The Psychology department supports and adheres to the UIS Academic Integrity Policy. Students aware of cheating or plagiarism by others should report it to their advisors, another member of the department faculty, or the department chairperson.

## Transfer Policy

Students must take at least 16 hours of psychology credit from UIS. Students who have earned a grade of C or better (grades of C- or lower will not be accepted) in upper-division psychology courses at other institutions within the past six years may, in consultation with an academic advisor, use those upper-division credits to reduce the total number of credit hours required for the Psychology major at UIS.

## Psychology Minor

The entrance prerequisite course work for the Psychology minor is the same as for the major (PSY 201 or equivalent with a grade of C or better). To earn a minor in Psychology, students must complete a minimum of 16 semester hours of upper-division psychology course work at least 12 of which must be upper-division course work taken at UIS.

## Requirements

### Required course <sup>1</sup>

PSY 302	Research Methods In Psychology (or equivalent)	4
<b>PSY Courses (Upper Division) <sup>1,2,3</sup></b>		<b>12</b>
<b>Total Hours</b>		<b>16</b>

- <sup>1</sup> Transfer upper division PSY courses with a grade of C or better (grades of C- or lower will not be accepted) may be accepted to fulfill up to 4 hours towards the required 16 hours.
- <sup>2</sup> 12 hours may be selected from any upper-division PSY courses.
- <sup>3</sup> Only one course taken to complete the minor can be cross-listed with other departments.

## Online Degree

- Individualized Concentration (p. 101)

Students admitted into the online Psychology B.A. program are required to complete the Individualized Concentration online. The Individualized Concentration is intended to give students the greatest flexibility in obtaining a general background in Psychology.

## Clinical/Counseling Psychology Concentration

### Requirements

#### Core Courses

PSY 301	Orientation and Entrance Assessment	0
PSY 302	Research Methods In Psychology	4
PSY 471	Senior Seminar	4

#### Core Concentration Courses

Select four of the following (PSY 351 is required):		16
PSY 303	Statistics for the Behavioral Sciences	
PSY 311	Cognitive Psychology	

PSY 315	Psychoactive Drugs
PSY 321	Life-span Developmental Psychology <sup>2</sup>
PSY 331	Social Psychology
PSY 351	Abnormal Psychology <sup>1,2</sup>
PSY 352	Multicultural Counseling
PSY 412	Introduction To Biopsychology
PSY 441	Theories of Personality
PSY 452	Introduction to Clinical Psychology
PSY 453	Psychological Foundations for Helping
PSY 454	Theories of Psychotherapy
PSY 457	Applied Behavior Analysis
PSY 458	Psychological Tests and Measurements

**Psychology Electives**

Any upper division (300- or 400-level) Psychology courses at UIS 12 will fulfill this requirement.

**Total Hours** 36

- <sup>1</sup> PSY 351 is a required course in this concentration.  
<sup>2</sup> Prerequisites for admission to the Human Development Counseling M.A. Program at UIS include PSY 351 and one of the following: PSY 321, PSY 322 or PSY 323.

## Developmental Psychology Concentration

### Requirements

**Core Courses**

PSY 301	Orientation and Entrance Assessment	0
PSY 302	Research Methods In Psychology	4
PSY 471	Senior Seminar	4

**Core Concentration Courses**

Select four of the following (PSY 321 is required): 16

PSY 303	Statistics for the Behavioral Sciences
PSY 311	Cognitive Psychology
PSY 321	Life-span Developmental Psychology <sup>1</sup>
PSY 322	Child Development
PSY 323	Adolescence
PSY 324	Exceptional Child
PSY 326	Family Psychology
PSY 331	Social Psychology
PSY 412	Introduction To Biopsychology
PSY 413	Psychology of Learning and Memory
PSY 416	Psychology Of Motivation

**Psychology Electives**

Any upper division (300- or 400-level) Psychology courses at UIS 12 will fulfill this requirement.

**Total Hours** 36

- <sup>1</sup> PSY 321 is a required course in this concentration.

## Educational Psychology Concentration

### Requirements

**Core Courses**

PSY 301	Orientation and Entrance Assessment	0
PSY 302	Research Methods In Psychology	4
PSY 471	Senior Seminar	4

**Core Concentration Courses**

Select four of the following (PSY 327 is required): 16

PSY 311	Cognitive Psychology
PSY 321	Life-span Developmental Psychology
PSY 322	Child Development <sup>2</sup>
PSY 323	Adolescence
PSY 324	Exceptional Child <sup>2</sup>
PSY 326	Family Psychology
PSY 327	Educational Psychology <sup>1,2</sup>
PSY 413	Psychology of Learning and Memory
PSY 416	Psychology Of Motivation
PSY 457	Applied Behavior Analysis
PSY 458	Psychological Tests and Measurements

**Psychology Electives**

Any upper division (300- or 400-level) Psychology courses at UIS 12 will fulfill this requirement.

**Total Hours** 36

- <sup>1</sup> PSY 327 is a required course in this concentration.  
<sup>2</sup> This is the appropriate concentration for elementary and secondary education candidates. PSY 322, PSY 324, and PSY 327 can fulfill requirements for the elementary education major of the Teacher Education Program at UIS.

## Experimental Psychology Concentration

### Requirements

**Core Courses**

PSY 301	Orientation and Entrance Assessment	0
PSY 302	Research Methods In Psychology	4
PSY 471	Senior Seminar	4

**Core Concentration Courses**

Select five of the following (PSY 303 is required): 20

PSY 303	Statistics for the Behavioral Sciences <sup>1</sup>
PSY 311	Cognitive Psychology
PSY 314	Sensation and Perception
PSY 315	Psychoactive Drugs
PSY 321	Life-span Developmental Psychology
PSY 331	Social Psychology
PSY 351	Abnormal Psychology
PSY 412	Introduction To Biopsychology
PSY 413	Psychology of Learning and Memory
PSY 416	Psychology Of Motivation

PSY 441	Theories of Personality	
PSY 458	Psychological Tests and Measurements	
<b>Psychology Electives</b>		
Any upper division (300- or 400-level) Psychology courses at UIS will fulfill this requirement.		8
<b>Total Hours</b>		<b>36</b>

<sup>1</sup> PSY 303 is a required course in this concentration.

## Individualized Concentration

Students who want to tailor course selections for personal interest, or to meet requirements for admission to a specific institution or profession, should consider the Individualized Concentration. It is recommended that students interested in the Individualized Concentration consult with their academic advisor to discuss course planning and goals for the concentration.

### Requirements

#### Core Courses

PSY 301	Orientation and Entrance Assessment	0
PSY 302	Research Methods In Psychology	4
PSY 471	Senior Seminar	4

#### Core Concentration Courses

Select 28 hours or upper division course work to fulfill the requirements of this concentration.	28
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<b>Total Hours</b>	<b>36</b>
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## Sociology/Anthropology

### Contact Information

**Website:** [www.uis.edu/soa](http://www.uis.edu/soa)

**Email:** [soa@uis.edu](mailto:soa@uis.edu)

**Office Phone:** (217) 206-6962

**Office Location:** UHB 3038

Bachelor of Arts

Minors (2)

### Departmental Goals and Objectives

Sociologists and anthropologists are interested in how people live together in this world — in our neighborhoods, across the country, and around the globe. We study people now and in the past, how they relate to each other, and all that they think, do, and make — food, music, families, nations, tools, houses, institutions, and more. We are particularly interested in the way race, class, gender, sexuality, and other elements of identity affect peoples' experiences and opportunities, and what can be done to promote greater social justice.

The interdisciplinary BA in Sociology/Anthropology (SOA) allows students to cultivate skills and tools from both disciplines, preparing them for a broad range of careers and future studies. Core courses in the SOA major cover both disciplines and students are free to specialize in either anthropology or sociology through electives or through a minor.

The SOA Department offers an Honors Track in the major.

## The Bachelor's Degree

### Advising

Campus policy requires each student to have an academic advisor. Students declaring the SOA major are assigned an initial faculty advisor by the department. Before beginning the major, students are expected to consult with their academic advisors concerning department requirements and individual goals. Department faculty members assist students in designing individualized academic programs to meet their interests and career goals.

### Grading Policy

The Sociology/Anthropology program does not have a grading policy that differs from that of the campus policy.

### Communication Skills and Assessment

The department highly values critical thinking and reading skills, oral and written communication, and disciplinary knowledge. These are developed and assessed throughout the curriculum, and at the departmental level through capstone work in SOA 410 Senior Seminar.

Through core courses, students become familiar with the basic approaches and insights of both sociology and anthropology. Students are free to take electives in anthropology and/or sociology as desired, according to interest. All students become familiar with the basic theoretical issues surrounding the study of the social world and acquire the skills necessary to interpret research and carry out small-scale projects.

To earn a BA in Sociology/Anthropology, students must complete a minimum of 30 credit hours, which includes five core courses, one course in the Diversity/Inequalities category, and a minimum of two elective courses. The department does allow courses to count toward both ECCE and SOA major/minor requirements. Students are expected to meet with an SOA academic advisor before beginning the major, and periodically throughout the program to make sure they are working effectively toward their goals.

### Requirements

#### Core Courses

SOA 302	Understanding Cultures	4
SOA 304	Human Evolution: Biological and Cultural	4
SOA 405	Sociocultural Theories	4
SOA 410	Senior Seminar	3
SOA 411	Social Research Methods	4

#### Diversity/Inequalities Requirement

Select one of the following:	3-4
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SOA 231	ECCE: Introduction to Race & Ethnicity in the U.S.
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SOA 235	ECCE: Working USA and the 99%
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SOA 301	ECCE: Introduction to Women and Gender Studies
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SOA 441	ECCE: Global Social Stratification
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#### Electives

Students are required to take at least two elective courses in SOA. 7-8 At least one course must be at the 400-level.

<b>Total</b>	<b>30</b>
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## Honors Track

The SOA Honors Track provides students an opportunity to pursue their interests, strengthen their skills, and enhance their resumes by incorporating independent projects into courses they are already taking, as well as 2-4 credit hours of SOA 491 ECCE Undergraduate Research. To participate, students must find an interested core or affiliated SOA faculty member to serve as an Honors Sponsor and to support them in proposing—in their Sophomore or Junior year—a plan to satisfy the honors requirements. Visit the SOA website or talk to an SOA faculty member or advisor for complete information regarding the Honors Track requirements, which include:

- GPA requirements: A minimum overall GPA of 3.25 and a GPA of 3.6 in the major.
- Two Enhanced Courses: An upper-division core course or elective in the major with an approved independent project resulting in a written document of 10-20 pages. Students may choose to replace one enhanced course with participation in a study abroad program or demonstrate by testing or successful completion of four semesters of college level foreign language, an intermediate competency in a spoken language other than their native tongue.
- Closure Project: Students develop an independent project, enroll in 2-4 credit hours of SOA 491 ECCE Undergraduate Research, produce a 15-25 page written document, and give a public presentation at STARS or another venue.

## Sociology / Anthropology Minors

- Anthropology Minor (p. 102)
- Sociology Minor (p. 102)

## Anthropology Minor

To earn a minor in Anthropology, students must complete a minimum of 15 credit hours, including two core courses and at least two elective courses. Classes used to complete the minor cannot also be used to satisfy degree requirements in the student's major, but they may indeed count toward ECCE requirements.

### Requirements

#### Core Courses

SOA 302	Understanding Cultures	4
SOA 304	Human Evolution: Biological and Cultural	4

#### Elective Courses

Select at least two elective courses in SOA, one of which must be chosen from the list below. At least one elective must be at the 300 or 400 level.

SOA 103	Introduction to Anthropology	
SOA 106	Peoples of the Past	
SOA 133	Women and Gender in Mexico and the US	
SOA 205	Introduction To Archaeology	
SOA 235	ECCE: Working USA and the 99%	
SOA 281	Music, Technology, and Culture	
SOA 301	ECCE: Introduction to Women and Gender Studies	
SOA 325	ECCE: Latina/o USA	

SOA 335	Jazz in American Culture	
SOA 367	ECCE: Arts and Identity in Pacific Island Cultures	
SOA 372	ECCE: Nature, History, and Human Action	
SOA 408	Feminist Theories	
SOA 419	ECCE: American Musics	
SOA 426	ECCE: Teen Talk Classic: Stories of Culture and Adolescence	
SOA 428	ECCE: Culture, Health, and Power	
SOA 442	Mexican Migration to the U. S.	
SOA 451	ECCE: Women of Color and Minority Women	
SOA 459	ECCE: Women Across Cultures	
SOA 472	European Prehistory	
SOA 480	Topics in Sociology/Anthropology	
SOA 481	North American Indians: Culture and Ecology	

**Total Hours** **15-16**

## Sociology Minor

To earn a minor in Sociology, students must complete a minimum of 15 credit hours, including two core courses and at least two elective courses. Classes used to complete the minor cannot also be used to satisfy degree requirements in the student's major, but they may indeed count toward ECCE requirements.

### Requirements

#### Core Courses

SOA 101	Introduction to Sociology	3
or SOA 221	Social Problems	
SOA 405	Sociocultural Theories	4
or SOA 411	Social Research Methods	

#### Elective Courses

**Core Courses SOA 101 Introduction to Sociology 3 or SOA 221 Social Problems SOA 405 Sociocultural Theories 4 or SOA 411 Social Research Methods Elective Courses Select at least two elective courses in SOA, one of which must be chosen from the list below. At least one elective must be at the 300 or 400 level.**

AAS 364	Dance and American Culture	
SOA 221	Social Problems	
SOA 222	American Society	
SOA 223	Sociology of the Family	
SOA 231	ECCE: Introduction to Race & Ethnicity in the U.S.	
SOA 232	Juvenile Delinquency	
SOA 301	ECCE: Introduction to Women and Gender Studies	
SOA 322	ECCE: LGBTQ People in U.S.	
SOA 325	ECCE: Latina/o USA	
SOA 335	Jazz in American Culture	
SOA 405	Sociocultural Theories	
SOA 408	Feminist Theories	
SOA 411	Social Research Methods	
SOA 421	Criminological Theory	
SOA 422	Environmental Sociology	



SOA 425	Law and Inequality
SOA 434	ECCE: Women and Work
SOA 441	ECCE: Global Social Stratification
SOA 442	Mexican Migration to the U. S.
SOA 451	ECCE: Women of Color and Minority Women
SOA 454	Family Law
SOA 457	Masculinities
SOA 461	Social Psychology: Sociological Perspectives
SOA 464	Sociology of Mental Health/Illness
SOA 480	Topics in Sociology/Anthropology
SOA 563	Sociology of Death, Dying, and Bereavement
<b>Total Hours</b>	<b>15</b>

## Theatre

### Contact Information

**Website:** [www.uis.edu/theatre/](http://www.uis.edu/theatre/)

**Email:** [theatre@uis.edu](mailto:theatre@uis.edu)

**Office Phone:** (217) 206-6240

**Office Location:** VPA 62

- Bachelor of Arts
- Minor

### Departmental Goals and Objectives

The mission of the UIS Theatre program is to offer UIS students the opportunity to further develop their talents as theatre artists, by working with great dramatic literature in the classroom and on the stage. The program fosters the idea that theatre is a vital artistic event, which brings people together to respond to one another's experiences/stories and to the world in which we live. The program exposes students to the work of the world's great theatre artists. As students develop an effective and reliable process of working in the theatre, they gain an appreciation of how theatre works and how its history is made. In addition, students participating in theatre also develop a strong sense of teamwork, as the process of creating theatre is largely collaborative. The program provides the aspiring theatre student with a professional setting in which to work as an actor, a director, a playwright, a stage manager, a dramaturg, a designer, a make-up artist, or as a lighting, sound, or props technician. In addition, the program believes that the study of theatre becomes more enjoyable when students apply in the lab (the theatre) what they learn in the classroom. Students who graduate from UIS with work accomplished in our theatre program not only become more sophisticated theatre patrons, but for some, a career in the theatre may begin.

## The Bachelor's Degree

### Transfer Courses

Students may submit a Student Petition to have theatre courses that were completed at a comparable institution count towards the B.A. in Theatre at UIS. UIS Theatre will make the determination if the courses are equivalent to UIS course work. Please contact a theatre faculty member for details.

Theatre practicum credits from other institutions will not transfer to the major.

## Advising

Upon declaring a minor in Theatre, the student will be assigned a Theatre faculty advisor. Theatre minors are encouraged to consult with their advisor as they plan their course of study.

## Grading Policy

Students must earn a grade of C or better in all THE courses that apply towards the B.A. degree in Theatre (grades of C- or lower will not be accepted). Courses taken on a CR/NC basis will not count toward the degree. The course grading policy is determined by each instructor as appropriate to the individual course and is announced at the beginning of the term. THE courses may be repeated for grade improvement only once.

## Course Repetition

Each Topics course (THE 310, THE 320, etc...) may be taken for credit for the major no more than four times, provided the topic is different each time. THE 499 (Tutorial/Independent Study) may be taken for up to six hours. THE 475 (Production Practicum) may be repeated for up to a total of six hours.

## Requirements

### Required Courses

THE 108	Principles of Stagecraft <sup>1</sup>	4
THE 109	Production Support I <sup>2</sup>	0
THE 201	Script Analysis	3
THE 208	Principles of Costume Construction and Stage Makeup	3
THE 209	Production Support II <sup>2</sup>	0
THE 273	Principles of Acting <sup>1</sup>	4
THE 308	Principles of Theatre Design	3
THE 381	Theatre History I <sup>1</sup>	3
THE 475	Theatre Practicum	1,2
THE 489	Senior Capstone	2

### Electives

Up to four additional THE 475 hours may be counted towards Theatre Major electives for an overall total possible 6 hours.

THE 274	Theatre Appreciation <sup>1</sup>	
THE 310	Topics in Theatre Production	
THE 320	Topics in Dramatic Literature	
THE/COM 323	Voice and Movement	
THE 325/ ENG 332/ WGS 332	Women Playwrights	
THE 327	Playwriting	
THE 370	Topics in Performance	
THE/COM 373	Intermediate Acting	
THE 375	Stage Combat	
THE/COM 476	Directing for the Theatre	
THE 477/ ENG 342	Playing Shakespeare	

**Total Hours**

**35-36**

<sup>1</sup> These courses fulfill Visual, Creative, and Performing Arts or Humanities requirements in the UIS General Education Curriculum.

<sup>2</sup> All majors must complete THE 109/THE 209 in or after the semester in which they are enrolled in THE 108/THE 208, respectively.

## Theatre Minor

### Transfer Courses

Students may petition to have theatre courses that were completed at a comparable institution count towards a UIS minor in Theatre. No more than two courses may transfer towards the UIS minor in Theatre. UIS Theatre will make the determination if the courses are equivalent to UIS course work. Please contact a Theatre faculty member for details. Theatre/Production practicum credits from other institutions will not transfer to the minor.

### Grading Policy

Students must earn a grade of C or better in all THE courses that apply toward the minor in Theatre (grades of C- or lower will not be accepted). Courses taken on a CR/NC basis will not count toward the minor in Theatre. The course grading policy is determined by each instructor as appropriate to the individual course and is announced at the beginning of the term. THE courses may be repeated for grade improvement only once.

The Theatre minor is available to all UIS majors. Required course work includes an introductory course, a performance course, a technical theatre course, and a theatre practicum course. Elective courses include a continuation of the acting course, a design course, and various other survey and studio courses for a total of 18-19 credit hours.

## Requirements

### Required Courses

THE 108	Principles of Stagecraft	4
THE 273	Principles of Acting	4
THE 274	Theatre Appreciation	3
THE 475	Theatre Practicum	1,2

### Elective Courses

**Select 2 from the following courses. Please note, additional eligible courses may be added.** **6**

THE 208	Principles of Costume Construction and Stage Makeup ( ( 3 HOURS))	
THE 308	Principles of Theatre Design ( ( 3 HOURS))	
THE 310	Topics in Theatre Production ( ( 3-4 HOURS))	
THE 320	Topics in Dramatic Literature ( ( 3 HOURS))	
THE/COM 323	Voice and Movement ( ( 4 HOURS))	
THE 325/ENG 332/WGS 332	Women Playwrights ( ( 3 HOURS))	
THE 327	Playwriting	
THE/COM 373	Intermediate Acting ( ( 3 HOURS))	
THE 381	Theatre History I ( ( 3 HOURS)) <sup>1</sup>	
THE 475	Theatre Practicum ( ( 2-3 HOURS)) <sup>2</sup>	

THE 476	Directing for the Theatre ( ( 4 HOURS))
THE 477/ENG 342	Playing Shakespeare ( ( 4 HOURS))

**Total Hours** **18-19**

<sup>1</sup> These courses fulfill either Visual, Creative, and Performing Arts or Humanities requirements in the UIS General Education Curriculum

<sup>2</sup> No more than four credit hours of THE 475 Theatre Practicum may be counted towards the minor

## Visual Arts

### Contact Information

**Website:** [www.uis.edu/visual-arts](http://www.uis.edu/visual-arts)

**Email:** [art@uis.edu](mailto:art@uis.edu)

**Office Phone:** (217) 206-6240

**Office Location:** VPA 62

- Bachelor of Arts
- Minors (3)

## Departmental Goals and Objectives

The Department of Art, Music, and Theatre includes academic programs of study in the disciplines of Visual Arts, Music, and Theatre. Art offers a B.A. and minors in Visual Arts and Art History. The Visual Arts Program and the Psychology Department work in tandem to offer a minor in Art Therapy. The Department of Art, Music, and Theatre fosters study in the practical application of various arts disciplines, as well as study in the historical, cultural, and philosophical underpinnings of each discipline.

In Visual Arts courses, faculty and students work together in a professional and creative learning environment. The Bachelor of Arts curriculum allows students to tailor a course of study suited to their professional and personal ambitions. Students have the option to focus their studies in one media area - or sample a broad range of art and design perspectives. Visual Arts offers a variety of courses in the areas of painting, drawing, printmaking, ceramics, sculpture, graphic design, digital media, three-dimensional modeling, photography, art history.

As an extension of classroom teaching, the department sponsors exhibitions of regionally and nationally recognized artists in the Visual Arts Gallery located on the second floor of the Health and Sciences Building. Students are expected to attend openings and workshops to gain exposure to contemporary art and access to the technical expertise of professional artists. Student participation is encouraged both in installation and management of the art gallery. Visual Arts majors culminate their study at UIS with the presentation of their own work in a Senior Exhibition held every spring at the Visual Arts Gallery. Visual Arts offers a variety of courses in the areas of painting, drawing, printmaking, ceramics, sculpture, graphic design/digital media, three-dimensional modeling, photography, and art history.

The Daniel Lesh Memorial Scholarship, The Glosecki Memorial Scholarship, The H. Albert Inkel Memorial Scholarship, and The Schnirring Dungan Scholarship are awarded to students pursuing a degree in Visual Arts. Additionally, students may apply for the Student Studio Award on an annual basis.

## Assessment

It is recommended that students meet regularly with their advisor, typically once per term, to assess their progress. During the student's first semester of study in their major, they should enroll in ART 301 and complete a portfolio review. The entrance assessment is used by the department to assess its curriculum and does not affect students' grades in any way. In the fall term of the senior year, Visual Arts majors enroll in ART 481 and are required to present works of art for preliminary review by Visual Arts faculty for approval to take ART 482 ECCE: Professional Skills in the spring semester of their senior year. Students that pass the preliminary review are approved for enrollment the following spring in the Visual Arts capstone course, ART 482 ECCE: Professional Skills. Students in ART 482 ECCE: Professional Skills are required to produce a finished body of work for exhibition at the end of the spring term. In addition to works of art, students produce artist's statements, a professional portfolio, and other supporting materials as specified by the instructor of record for the class. Finally, a committee consisting of the UIS Visual Arts faculty and one outside assessor conducts an oral defense for each capstone student and makes an assessment regarding the quality and professionalism of all presented materials.

## The Bachelor's Degree

### Advising

All Visual Arts students are assigned a faculty advisor upon declaration of the Visual Arts major. Faculty advisors work with students to ascertain career goals, to assess preparation and deficiencies, and to make a plan of study. Students are urged to consult their faculty advisor before registering each semester, particularly before registering for the last semester of classes. These meetings outline requirements for graduation and ensure the student has planned his/her schedule to take all necessary courses in order to graduate on time. Failure to meet with an advisor and to take requirements when they are available could lead to a delay of one semester or more in graduation.

### Grading Policy

Students must earn a grade of C (2.0) or better in all ART courses that apply toward the major or minor (grades of C- or lower will not be accepted). A grade of C (2.0) or better must also be earned in all prerequisite courses. Courses taken on a CR/NC basis will not count toward the Visual Arts major or minor requirements.

## Requirements

### Prerequisite Courses - Must be completed before enrolling in any upper division Visual Arts courses.

ART 102	Two Dimensional Design	3
ART 112	Three Dimensional Design	3
ART 113	Drawing 1	3

### Introductory level studio courses:

ART 261	History of Art I	6
& ART 262	and History of Art II	

### And choose one from the following

ART 203	Introduction to Ceramics	3
ART 211	Introduction to Painting	
ART 215	Photography I	
ART 236	Introduction to Digital Media	

ART 304	Digital 3D Modeling	
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### Courses Requirements

ART 301	Entrance Assessment	0
ART 481	Exit Assessment	0
Upper-division Art History courses (ART 300- or 400-level) * See course list below.		12
Upper-division Studio Art courses (ART 300- or 400-level) **See course list below.		24
ART 482 and ECCE requirements - ART 482 ECCE: Professional Skills is a required course for the major and fulfills four hours of the required 10 hours of ECCE: Engaged Citizenship Common Experience		10

**Total Hours** **67**

Students should consult with their academic advisor for specific guidance regarding completion of general education requirements. An Advanced Placement (AP) score of three or higher in the Drawing, Two-Dimensional Design, and Three-Dimensional Design examinations can be used to fulfill the prerequisite courses ART 113 Drawing 1, ART 102 Two Dimensional Design, and ART 112 Three Dimensional Design.

### Art Majors - Select three of the following upper division art history courses - Total of 12 hours

ART 366	ECCE: European Cinema	
ART 367	ECCE: Arts and Identity in Pacific Island Cultures	
ART 419	Egyptology	
ART 431	ECCE: Symbolist Movement in Europe: 1850 - 1920	
ART 432	ECCE: Expatriate Paris	
ART 463	Modern Art History	
ART 464	Contemporary Art History	
ART 465	Women in Art: Discovering Her Story	
ART 470	Special Art History Studies	
ART 471	Philosophy of Art	

**Total Hours** **12**

### Art Majors - Select six of the following upper division art studio courses - Total of 24 hours

ART 306	Photography II	
ART 312	Painting II	
ART 321	Life Drawing	
ART 332	Etching	
ART 333	Screen Printing	
ART 337	Digital Media: Print	
ART 338	Digital Media: Web	
ART 339	Digital Media: Animation	
ART 341	Sculpture I	
ART 342	Sculpture II	
ART 352	Ceramics II	
ART 372	Visual Storytelling and Reporting	
ART 410	Special Studies In Ceramics	
ART 411	Painting III	
ART 412	Painting IV	
ART 413	Printmaking II	

ART 414	Printmaking III
ART 420	Special Studies In Sculpture
ART 422	Contemporary Drawing
ART 437	Digital Media: Typography
ART 441	Sculpture III
ART 442	Sculpture IV - Contemporary
ART 451	Ceramics III
ART 452	Ceramics IV
ART 473	Advanced Visual Field Reporting
ART 480	Special Studio Studies

**Total Hours** **24**

## Visual Arts Minor

- Art History Minor (p. 106)
- Art Therapy Minor (p. 106)
- Visual Arts Minor (p. 106)

## Art History Minor

The Art History minor is a 15-16 credit hour course of study focusing on the foundations, meanings, and implications of the history of art. The undergraduate minor is designed for students wanting to gain an insight into different aspects of art history; understand how art history is related to culture and history; and recognize how the visual arts affects who we are as individuals, contributes to our humanity, and deepens our understanding of the relationships between humans and society.

### Grading Policy

Students must earn a grade of C or better in all courses for the minor. Grades of C- or lower will not be accepted.

### Requirements

#### Required Courses

ART 261	History of Art I	3
ART 262	History of Art II	3
ART 472	Art History Minor Capstone	2

**Any 2 of the following upper level art history classes** **7-8**

ART 366	ECCE: European Cinema
ART 367	ECCE: Arts and Identity in Pacific Island Cultures
ART 431	ECCE: Symbolist Movement in Europe: 1850 - 1920
ART 432	ECCE: Expatriate Paris
ART 463	Modern Art History
ART 464	Contemporary Art History
ART 465	Women in Art: Discovering Her Story
ART 470	Special Art History Studies
ART 499	Tutorial

**Total Hours** **15-16**

## Art Therapy Minor

The Visual Arts program and the Psychology department work in tandem to offer a minor in Art Therapy. The minor encourages breadth of exploration while providing students with a foundation to prepare them for continued study or to work in community arts programs and organizations where art is used as part of the therapeutic or recreational process. The minor meets the American Art Therapy Association's basic requirements for entrance into their approved graduate programs by requiring 18 studio art credits and 15 psychology credits.

Art therapists are masters' or doctorate level professionals who hold a degree in art therapy or a related field. Graduate study in Art Therapy integrates the fields of human development, visual arts, counseling, and psychotherapy. If the student wishes to go to graduate school in art therapy, they are advised to consult the graduate bulletin of the institution they wish to attend for institution specific entrance requirements.

### Grading Policy

Students must earn a grade of C or better in all courses for the minor. Grades of C- or lower will not be accepted.

12 credit hours of the Art Therapy Minor may be applied to a Psychology or Visual Arts Major, making it 21 additional credits to complete the minor.

### Requirements

#### Course Requirements:

PSY 201	Principles Of Psychology	3
PSY 303	Statistics for the Behavioral Sciences	4
PSY 321	Life-span Developmental Psychology	4
PSY 351	Abnormal Psychology	4

#### 18 hours from the following in 3 or more media

ART 102	Two Dimensional Design
ART 112	Three Dimensional Design
ART 113	Drawing 1
ART 203	Introduction to Ceramics
ART 211	Introduction to Painting
ART 215	Photography I
ART 236	Introduction to Digital Media
ART 321	Life Drawing
ART 333	Screen Printing
ART 341	Sculpture I

**Total Hours** **15**

## Visual Arts Minor

To earn a minor in Visual Arts, students must complete a minimum of 15 semester hours, which includes 12 hours of studio art courses and three to four hours of art history. Up to three hours of studio or art history transfer credit may be accepted. Students should consult with a visual arts academic advisor to ensure that they are meeting requirements as well as their individual needs.



## Grading Policy

Students must earn a grade of C or better in all courses for the minor. Grades of C- or lower will not be accepted.

At least one *upper-division* ART course must be selected from either the studio or art history options.

## Requirements

### Art History Courses

Select one of the Following: 3-4

ART 261	History of Art I
ART 262	History of Art II
ART 366	ECCE: European Cinema
ART 419	Egyptology
ART 431	ECCE: Symbolist Movement in Europe: 1850 - 1920
ART 432	ECCE: Expatriate Paris
ART 463	Modern Art History
ART 464	Contemporary Art History
ART 465	Women in Art: Discovering Her Story
ART 470	Special Art History Studies
ART 471	Philosophy of Art

### Studio Art Courses

Select 12 hours from the following 12

ART 102	Two Dimensional Design
ART 112	Three Dimensional Design
ART 113	Drawing 1
ART 203	Introduction to Ceramics
ART 211	Introduction to Painting
ART 215	Photography I
ART 236	Introduction to Digital Media
ART 306	Photography II
ART 312	Painting II
ART 321	Life Drawing
ART 332	Etching
ART 333	Screen Printing
ART 337	Digital Media: Print
ART 338	Digital Media: Web
ART 339	Digital Media: Animation
ART 341	Sculpture I
ART 342	Sculpture II
ART 352	Ceramics II
ART 372	Visual Storytelling and Reporting
ART 410	Special Studies In Ceramics
ART 411	Painting III
ART 412	Painting IV
ART 413	Printmaking II
ART 414	Printmaking III
ART 420	Special Studies In Sculpture
ART 422	Contemporary Drawing
ART 437	Digital Media: Typography
ART 441	Sculpture III
ART 442	Sculpture IV - Contemporary

ART 451	Ceramics III
ART 452	Ceramics IV
ART 473	Advanced Visual Field Reporting
ART 480	Special Studio Studies

Total Hours

15-16

## Women and Gender Studies

### Contact Information

**Website:** [www.uis.edu/wgs](http://www.uis.edu/wgs)

**Email:** [wms@uis.edu](mailto:wms@uis.edu)

**Office Phone:** (217) 206-6962

**Office Location:** UHB 3038

Students in Women and Gender Studies at UIS explore the construction, experience, and questioning of gender and sexuality as key facets of human identity. Students investigate history, culture, society, psychology, science, communication, or art to see how human activities are produced, experienced, and interpreted by gendered subjects of different races, classes, nationalities, sexual orientations, religions, generations, and historical periods. Our interdisciplinary approach works well in combination with majors and master's degrees. The particular strengths of our department are our feminist and queer approaches to women's studies; critical men's studies or masculinities; LGBTQ studies; critical race studies; and social class studies from both US and global perspectives.

In the classroom, WGS faculty are committed to creating participatory learning environments. We emphasize student-centered and cooperative learning, critical thinking, openness to ideas and discussion, and respect for others. Students are encouraged to make connections between thought and action, the academy and the community, and theory and practice. The department provides interested students with opportunities for internships, community-based projects, and research.

### Degree Opportunities

Students can design their own degrees focusing on sex, gender, and sexuality through the Liberal Studies Department (B.A.). Students create their own curriculum by working with a degree committee that includes WGS, LIS/LNT and other faculty and peers. Students have designed degrees combining the study of gender and sexuality in areas such as media, arts, social services, law, criminal justice, and mental health.

### Women and Gender Studies Minor

To earn a minor in Women and Gender Studies, students must complete a minimum of 13 semester hours. The program may approve the transfer of no more than two lower-division courses, and at least seven hours must be upper-division course work taken at the University of Illinois Springfield. Students must take at least one course in each area outlined below (foundation, diverse voices, theory, and elective).

All substitutions must be approved by your WGS academic advisor.

### Requirements

**Foundation**

3-4

Select one of the following:

WGS/SOA 133	Women and Gender in Mexico and the US	
WGS/SOA 301/SWK 382	ECCE: Introduction to Women and Gender Studies	
<b>Diverse Voices</b>		<b>3-4</b>
WGS/SOA 322	ECCE: LGBTQ People in U.S.	
WGS 324	Working Class and Poor Women	
WGS 365/ AAS 335	ECCE: Black Women in Film History	
WGS/AAS 403/SOA 451/ SWK 462	ECCE: Women of Color and Minority Women	
WGS/SOA 457	Masculinities	
WGS/PSC/ SOA 459	ECCE: Women Across Cultures	
WGS/AAS 465	ECCE: Black Women Writers	
<b>Theory</b>		<b>4</b>
WGS/PHI 411/PSC 433/ SOA 408	Feminist Theories	
<b>Elective</b>		<b>3-4</b>
An elective approved by your WGS advisor by petition		
<b>Total Hours</b>		<b>13-16</b>

# College of Public Affairs and Administration

## Contact Information

**Website:** [www.uis.edu/cpaa/](http://www.uis.edu/cpaa/)  
**Email:** [cpaa@uis.edu](mailto:cpaa@uis.edu)  
**Office Phone:** (217) 206-6523  
**Office Location:** PAC 430

Dr. Robert W. Smith, Dean

The faculty and staff of the College of Public Affairs and Administration serve UIS students through a tradition of excellence and emphasize the interdisciplinary, experiential, and professional natures of education in the public affairs fields. We serve the capital city, the state of Illinois, the nation, and the world instilling in our students a commitment to lifelong learning, civic engagement, and public service. The faculty members of the College are innovators of the pedagogy and scholarship of public affairs. We are dedicated to excellent teaching, leading-edge scholarship, and public service, all of which further the public discourse, improve governmental processes, and enhance the quality of public policy outcomes.

The College offers educational opportunities for students at all levels, undergraduate through doctoral. We offer both degree and certificate programs in traditional classroom environments and through both fully-online and blended programs.

## Criminology and Criminal Justice

### Contact Information

**Website:** [www.uis.edu/ccj](http://www.uis.edu/ccj)  
**Email:** [crj@uis.edu](mailto:crj@uis.edu)  
**Office Phone:** (217) 206-6301  
**Office Location:** PAC 384

- Bachelor of Arts
- Minor

## Departmental Goals and Objectives

Criminology and Criminal Justice is an interdisciplinary field that studies crime and the ways society responds to crime. The Criminology and Criminal Justice curriculum examines the nature and causes of crime, the criminal justice system's purposes and activities, and the impact of crime on victims and society. Since crime is a social problem, many courses include the study of community-based programs and social service agencies and the components of the criminal justice system. The Criminology and Criminal Justice Department, located within the College of Public Affairs and Administration, emphasizes the study of public policy and change efforts as an essential part of its curriculum. Students may have the opportunity to participate in public affairs research projects conducted by department faculty.

The Criminology and Criminal Justice degree is designed for students interested in the general study of crime and the administration of justice and those pursuing professional careers in criminology, criminal justice, or related fields. The degree also prepares students for

entrance into graduate or professional schools in criminology, criminal justice, law, public administration, social work, and the social sciences.

The Criminology and Criminal Justice major provides an integrated curriculum that emphasizes problem-solving and analytical skills, an approach favored by many criminal justice agencies and employers. The curriculum reflects the field's multidisciplinary character, drawing on a variety of liberal arts and professional areas of expertise. Faculty associated with the department have degrees in criminal justice, criminology, law, political science, psychology, and sociology. Student majors take a core curriculum that familiarizes them with a range of perspectives, methods, and content areas of the criminal justice field. They may use their electives to take additional courses or to minor in another field.

All majors participate in an ECCE Engagement Experience through Internships and Prior Learning (IPL). Students have the opportunity to work with state agencies and training centers and local criminal justice and social service agencies.

## The Bachelor's Degree

### Advising

All declared CCJ majors and minors are assigned a department faculty advisor. Faculty advisor contact information is included in the CCJ department welcome email sent to each student as soon as they have declared CCJ as their major or minor. CCJ majors and minors should contact their assigned advisor each semester before enrolling in classes.

### Grading Policy

Criminology and Criminal Justice majors must receive a C (2.0) grade or better in all required core courses. Grades of C- or lower will not be accepted in these courses.

### Transfer Courses

Transfer courses will be evaluated on a case-by-case basis.

## Requirements

### Core Courses

CCJ 239	Introduction to Criminal Justice	3
CCJ 315	Critical Thinking in Criminal Justice	3
CCJ 342	Statistics for Criminal Justice	3
CCJ 345	Research Methods in Criminal Justice	3
CCJ 421	Criminological Theory	3
CCJ 489	Senior Seminar	3

### CCJ electives

Students are required to complete at least 17 hours at the 300 or 400-level, which can include 300-400 level transfer courses. The remaining 6 hours may be taken at the 100, 200, 300, or 400 level and can include transfer courses.

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**Total Hours** **41**

\*Students should consult with their academic advisor in the major for specific guidance regarding completing any general education and ECCE requirements.

## Engagement Experience/ECCE

Criminology & Criminal Justice (CCJ) majors are required to complete a minimum of 10 credit hours of Engaged Citizenship Common Experience (ECCE) course work in the areas of U.S. Communities, Global Awareness, Engagement Experience, and ECCE Speaker Series.

The CCJ department recommends that students complete 6 of the required 10 ECCE hours by completing an internship, which falls under the Engagement Experience ECCE category. Internships benefit students in many ways: they allow students to learn from practical hands-on experience outside of the university setting, they aid in the process of career assessment, and they foster students' understanding of the relationships between theory, research, and practice. To complete the internship, CCJ students must enroll in IPL 300 for 6 credit hours.

To complete the remaining 4 credit hours of ECCE requirements, students need to take EITHER a 3 credit hour CCJ U.S. Communities ECCE course OR a 3 credit hour CCJ Global Awareness ECCE course, as well as a 1 credit hour Speaker Series ECCE course. Any non-CCJ ECCE course (U.S. Communities or Global Awareness) must be approved by a Student Petition.

Lastly, although CCJ majors are encouraged to complete an internship, students may request approval from their academic advisor to substitute the 6 credit hour internship with 6 credit hours of either U.S. Communities or Global Awareness ECCE course work.

## Communication Skills

To satisfy the UIS communication skills requirement, students prepare a portfolio of written work from 300-level core courses, with the final assessment occurring in the senior seminar.

## Criminology and Criminal Justice Minor

### Grading Policy

Criminology and Criminal Justice minors must receive a grade of C (2.0) or better in all required core courses. Grades of C- or lower will not be accepted in these courses.

## Transfer Courses

Transfer courses will be evaluated on a case-by-case basis.

## Requirements

### Core Course

CCJ 239	Introduction to Criminal Justice <sup>1</sup>	3
<b>Requires 9 hours of 300- or 400-level course work. The remaining 3 hours may be taken at the 100, 200, 300, or 400 level and can include a transfer course.</b>		<b>12</b>
<b>Total Hours</b>		<b>15</b>

<sup>1</sup> Or transfer equivalent

## Environmental Studies

### Contact Information

**Website:** [www.uis.edu/environmental-studies](http://www.uis.edu/environmental-studies)

**Email:** [ens@uis.edu](mailto:ens@uis.edu)

**Office Phone:** (217) 206-7495

**Office Location:** PAC 350

- Bachelor of Arts
- Minors (2)

## Departmental Goals and Objectives

The mission of the Department of Environmental Studies is to provide students with the advanced interdisciplinary training necessary for solving environmental problems. Graduates of the department are prepared for diverse careers in the environmental field. Students will acquire knowledge and skills based on three broad learning outcomes:

1. Competency in scientific concepts when studying the environment
2. Capacity to critically examine environmental issues and apply contributions from the natural sciences, social sciences, and the humanities for understanding and resolution of environmental issues and concerns
3. Ability to demonstrate and integrate knowledge of natural resource policy, regulations, and the current issues in natural resource management

Completion of the BA in Environmental Studies at UIS will allow students to:

- Identify the link between healthy ecosystems (air, water, and land) and healthy human populations
- Recognize the major components of the Earth's systems and explain how they function
- Demonstrate literacy in and apply the scientific method
- Recognize the interrelationships between human systems and natural systems
- Demonstrate holistic analysis of the social and natural world
- Acquire a measure of logical skill in working through ethical and moral challenges dealing with environmental issues
- Assess the modern challenges related to sustainability
- Evaluate the complex processes driving anthropogenic impacts on the environment
- Analyze the important effects of political, economic, and educational forces on environmental policy and planning
- Assess the patterns of unequal distribution of resources and environmental consequences worldwide

## Curricular Requirements

The Bachelor of Arts in Environmental Studies at UIS includes a multi-disciplinary curriculum with interdisciplinary learning goals,



incorporating the natural sciences, social sciences, and the humanities.

To earn their degree, students must complete a minimum of 34 credit hours, which include four core courses and seven elective courses. The four required core courses are ENS 251 Introduction to Environmental Sciences, ENS 271 Introduction to Sustainability, ENS 451 Undergraduate Capstone, and ENS 476 Environmental Ethics.

Because this is an interdisciplinary major, students must select at least two elective courses from each of three thematic areas: Environmental Policy/Law/Planning, Environmental Sciences, and Environmental Social Sciences/Humanities. At least four elective courses must be at the 400 level; two of the remaining electives must be either 300 or 400 level. Students must earn at least a C in the four required courses and a C average in the elective courses. Students are expected to meet with an ENS advisor before beginning the major.

## Undergraduate Departmental Honors in Environmental Studies

Departmental Honors is distinguished from "Undergraduate Honors" which is awarded at graduation for designated GPAs and are labeled *summa cum laude*, *magna cum laude*, and *cum laude*. Departmental Honors is also separate from the Capital Scholars Honors Program, which has its own set of requirements. Each academic program may define the requirements for Departmental Honors involving three elements:

- Course work or closure requirements
- Independent, high-quality research/scholarly/creative work
- Specific grade point average requirements

## Requirements

Students pursuing Departmental Honors in ENS will complete the same Undergraduate Capstone closure course as other majors. However, the Capstone project must be the student's research/scholarly/creative (R/S/C) work, which will necessarily be more substantive than the projects pursued by students not seeking Departmental Honors. Students must enroll in at least 1 credit of ENS 425 Undergraduate Research to document their R/S/C work.

Topics encompassed by environmental studies are broad, and student R/S/C works will similarly be diverse. Student R/S/C work might take the form of *discovery*, *integration*, *application*, or *teaching*. (Please refer to Ernest Boyer's *Scholarship Reconsidered* for detailed discussion of these terms.) Students must present their results/products at a professional symposium or in a refereed medium before graduation. Students will work directly with ENS faculty who will serve as the primary supervisor; if appropriate, other ENS faculty can assist. Faculty supervisors will

- Work collaboratively with students in developing and refining the R/S/C work
- Advise the student regarding resources and/or course work needed to accomplish the R/S/C work
- Advise the student regarding the Institutional Review Board, Institutional Committee for the Care and Use of Animals, and/

or other units providing research oversight, if necessary for the particular R/S/C work

- Read and critique the written component of the R/S/C work
- Help the student find a forum for dissemination of the results; this may take the form of a professional symposium or publication in a refereed medium

There are no *a priori* length minima or maxima for the written document that must be approved by the faculty supervisor; instead the length should be dictated by the topic. Students should follow APA style unless there is a compelling reason the faculty supervisor requests another style (such as writing in the style of a particular journal where the manuscript will be submitted for publication). The final written document must be approved by the faculty supervisor and the Undergraduate Capstone instructor; in the case where those positions are held by the same person, the department chair or designee will be the second approver. This document must be approved before the week of final exams in the semester during which the student will graduate.

With the approval of the faculty supervisor, students may submit a Student Petition to apply up to four credits of ENS 425 Undergraduate Research based on their R/S/C work toward electives required for the major in Environmental Studies. Those credits can be applied toward the total required number of upper division hours for a degree from UIS. With an approved Individualized Course Title form, ENS 425 can be listed on the student's transcripts with a more descriptive name representing the specific work being done.

To receive Departmental Honors students must graduate with a cumulative undergraduate, UIS, and ENS GPA of at least 3.5. Students may apply to the Department Honors program for provisional admission provided that each of those GPAs are at least 3.25 and it is mathematically possible to bring them to 3.5 by the time of graduation.

## Admissions

Students interested in pursuing Department Honors must work individually with faculty to identify a feasible R/S/C work. An application must be completed and approved by the faculty supervisor and department chair; a copy of the application will be retained by the department and by the Office of Undergraduate Education. Applications must be approved by 15 March of the spring before the Undergraduate Capstone is taken. This allows at least one year to complete the research, including time to seek funding (if necessary) and prepare for presentation at a symposium or publication. Send an email to [ens@uis.edu](mailto:ens@uis.edu) to request an application for the Departmental Honors program.

## The Bachelor's Degree

To earn a Bachelor of Arts in Environmental Studies, students must complete four core courses and seven elective courses (22 credit hours of electives) with a minimum of two courses from each focus area. Of the elective courses, a minimum of four must be at the 400 level; two of the remaining electives must be either 300 or 400 level. In addition, students must complete all general education requirements in the UIS undergraduate curriculum. Up to nine semester hours of lower-division courses may be transferred from an accredited institution; the decision to accept transferred hours will be made on an individual

basis by the department. Students are expected to meet with an ENS advisor soon after declaring the major.

## Requirements

### Core Course Requirements

ENS 251	Introduction to Environmental Sciences	3
ENS 271	Introduction to Sustainability	3
ENS 451	Undergraduate Capstone	3
ENS 476	Environmental Ethics <sup>1</sup>	3-4

### List of thematic categories and appropriate electives <sup>2</sup>

The 100- to 300-level elective courses listed below are each three credit hours. Undergraduate students enrolling in 400-level courses listed as “three or four hours” must enroll in the three-credit hour section. 400-level courses counted toward an undergraduate degree cannot be taken again and counted for credit toward a graduate degree.

#### Environmental Policy/Law/Planning

ENS 304	Mapping our Physical and Social World
ENS 381	Foundations of Environmental Policy
ENS 401	ECCE: Environmental Justice: Science, Policy, and Activism
ENS 403	Transportation: Problems and Planning Procedures
ENS 404	Fundamentals of Geographic Information Systems
ENS 419	Environmental Law
ENS 446	Population and Public Policy
ENS 449	Agricultural Politics & Policy
ENS 455	Introduction to Environmental Consulting
ENS 483	Environmental Policies: National Environmental Policy Act
ENS 485	Environmental Policies: Water Quality

#### Environmental Social Sciences/Humanities

ENS 101	Women and the Environment
ENS 201	Literature and the Environment
ENS 311	ECCE: Global Change in Local Places
ENS 331	ECCE: Evolution and Creationism
ENS 411	ECCE: Introduction to Environmental Education
ENS 412/ HIS 459	World Environmental Thought
ENS 418/ HIS 438	ECCE: American Environmental History
ENS 421	Environmental Economics
ENS/SOA 422	Environmental Sociology
ENS 448	Sustainable Food Systems
ENS 461	Geopolitics: Geographical Aspects of International Affairs
ENS 471	Culture and Conservation
ENS 475	Political Ecology AKA The Political Life of Trees, Trash, & Turtles
ENS 479	Writing and the Environment
ENS 481	Forest Policy & Management
ENS 488	China's Environment and the World

#### Environmental Sciences

BIO 371	Principles Of Ecology
ENS 151	Earth Science
ENS 262	Environmental Physical Geography
ENS 405	Fundamentals of Remote Sensing
ENS 425	Ecological Issues
ENS/BIO 444	Aquatic Ecology
ENS/BIO 445	Biology Of Water Pollution
ENS 447/ CHE 431	Environmental Chemistry
ENS 463	Our Changing Climate
ENS 464	Paleoecology
ENS 465	Water Resources and Society
ENS 468	Environmental Geology
ENS 472	Urban Environments
ENS 477	Renewable Energy

**Total Hours** **34**

<sup>1</sup> Students must enroll in the three-credit hour section.

<sup>2</sup> Students may count up to four hours of ENS 440 Topics in Environmental Studies with approval of a Student Petition.

The department offers an BA/MS program in Environmental Studies. Students who complete a BA in Environmental Studies at UIS with a minimum GPA of 3.5 in ENS courses and a GPA of 3.5 in cumulative undergraduate course work can be accepted into our MS in Environmental Studies with 8 credit hours of course work waived. This requires approval by the Department Chair, College Dean, and campus Associate Vice Chancellor for Graduate Education.

## Environmental Studies Minors

- Environmental Studies Minor (p. 112)
- Geographic Information Systems Minor (p. 113)

## Environmental Studies Minor

To earn a minor in Environmental Studies, students must complete a minimum of 16 credit hours, which includes two core courses and a minimum of three elective courses. Students are required to take at least three elective courses. At least one elective must be at the 400-level. No more than two electives may be taken from any one of the categories listed below. The Department of Environmental Studies may approve up to seven semester hours of lower- and upper-division transfer credits toward the undergraduate minor in Environmental Studies. Students are expected to meet with an ENS advisor before beginning the minor.

### Requirements

#### Required Core Courses

ENS 251	Introduction to Environmental Sciences	3
ENS 271	Introduction to Sustainability	3

The 100- to 300-level elective courses listed below are each three credit hours. Undergraduate students enrolling in 400-level courses listed as “three or four hours” must enroll in the three-credit hour section. 400-level courses counted toward an undergraduate degree cannot be taken again and counted for credit toward a graduate degree. <sup>1</sup>

**Environmental Policy/Law/Planning**

ENS 304	Mapping our Physical and Social World
ENS 381	Foundations of Environmental Policy
ENS 401	ECCE: Environmental Justice: Science, Policy, and Activism
ENS 403	Transportation: Problems and Planning Procedures
ENS 404	Fundamentals of Geographic Information Systems
ENS 419	Environmental Law
ENS 446	Population and Public Policy
ENS 449	Agricultural Politics & Policy
ENS 455	Introduction to Environmental Consulting
ENS 481	Forest Policy & Management
ENS 483	Environmental Policies: National Environmental Policy Act
ENS 485	Environmental Policies: Water Quality

**Environmental Social Sciences/Humanities**

ENS 101	Women and the Environment
ENS 201	Literature and the Environment
ENS 311	ECCE: Global Change in Local Places
ENS 331	ECCE: Evolution and Creationism
ENS 411	ECCE: Introduction to Environmental Education
ENS 412/ HIS 459	World Environmental Thought
ENS 418/ HIS 438	ECCE: American Environmental History
ENS 421	Environmental Economics
ENS/SOA 422	Environmental Sociology
ENS 448	Sustainable Food Systems
ENS 461	Geopolitics: Geographical Aspects of International Affairs
ENS 471	Culture and Conservation
ENS 475	Political Ecology AKA The Political Life of Trees, Trash, & Turtles

**Environmental Sciences**

ENS 151	Earth Science
ENS 262	Environmental Physical Geography
ENS 405	Fundamentals of Remote Sensing
ENS 425	Ecological Issues
ENS/BIO 444	Aquatic Ecology
ENS/BIO 445	Biology Of Water Pollution
ENS 447/ CHE 431	Environmental Chemistry
ENS 463	Our Changing Climate
ENS 464	Paleoecology
ENS 465	Water Resources and Society
ENS 468	Environmental Geology
ENS 472	Urban Environments
ENS 477	Renewable Energy

**Total Hours****16**

<sup>1</sup> Students may count up to four hours of ENS 440 Topics in Environmental Studies with approval of a Student Petition.

## Geographic Information Systems Minor

To earn a minor in Geographic Information Systems, students must complete a minimum of 17 credit hours, which includes three core courses and a minimum of two elective courses. Students are expected to meet with an ENS academic advisor before beginning the minor. The 400-level courses counted toward an undergraduate degree cannot be taken again and counted for credit toward a graduate degree at UIS.

### Requirements

**Required Core Courses**

ENS 304	Mapping our Physical and Social World	3
ENS 404	Fundamentals of Geographic Information Systems	4
ENS 405	Fundamentals of Remote Sensing	4
Electives (Choose two from this list)		6
BIO 446	Restoration Ecology	
BIO 447	Global Change Ecology	
BIO 462	Conservation Biology	
CSC 225	Computer Programming Concepts I	
CSC 302	Discrete Structures	
MAT 421	Statistical Methods	
MAT 442	Probability Modeling and Computer Simulation	
MAT 444	Operations Research Methods	
MIS 352	Principles of Management Information Systems	
MIS 385	Data and Information Management	
MPH 222	Global Public Health: Population, Poverty and Pollution	
MPH 224	Epidemiology - Science of Disease Discovery	
MPH 471	Emerging Diseases	

**Total Hours****17**

## Global Studies

**Contact Information****Website:** [www.uis.edu/spia/global-studies-ba](http://www.uis.edu/spia/global-studies-ba)**Email:** [pos@uis.edu](mailto:pos@uis.edu)**Office Phone:** (217) 206-6646**Office Location:** PAC 350

- Bachelor of Arts
- Concentrations: (3)
- Minor

### Departmental Goals and Objectives

The world of the twenty-first century is one of both great promise and great danger; one in which technological changes promise to bring us closer together, but ideological, cultural and religious diversity threaten to pull us apart. The task of a university in this complex era must be to produce students, who, as citizens and community leaders, can

provide an informed public that can make the difficult policy choices future generations will face.

Global Studies examines the interactions and inter-relations among countries and peoples across the globe; studies particular regions and cultures in a comparative and interactive way; and considers issues affecting more than one country. The curriculum is designed to provide students with the tools necessary to understand how other peoples see the world and the issues confronting the global community. The degree uses an interdisciplinary approach that emphasizes political science, history, economics, sociology/anthropology, communications, gender studies, and environmental studies. Within these disciplines, as well as across them, students learn a variety of theoretical approaches for understanding global issues such as war and peace, globalization, and development.

## The Bachelor's Degree

### Concentrations:

- Globalization Concentration (p. 116)
- Politics and Diplomacy Concentration (p. 116)
- Self-Designed or Topical Concentration (p. 116) (advisor approval required)

Global Studies students with no concentration may take elective courses from either or both concentrations (Globalization and/or Politics and Diplomacy) or other elective courses with an international or comparative focus with advisor's approval through a Student Petition.

### Advising

Majors in Global Studies are advised by faculty appointed to the program. However, majors are welcome to seek the advice of associated faculty who teach courses in the program as well. Particular care is required in choosing courses in the upper division concentrations, and one of the tracks (the self-designed concentration) requires the written approval of an advisor.

### Grading Policy

Global Studies majors must receive a grade of C (2.0) or better in GBL 301 and in GBL 491.

The overarching theme of Global Studies is an integrated, interdisciplinary approach to global learning. This is carried out primarily through courses at the introductory level and the capstone. These courses are designed to introduce students to thinking about the world in an interdisciplinary fashion, and at the end of their major to help them understand how all of the parts they have studied interrelate with each other. In between, majors are required to take a core curriculum in economics, history, political science, and world cultures. Once the core curriculum is completed, students have the choice of taking one of several concentrations: Globalization, Politics and Diplomacy, or a self-designed concentration agreed upon between the student and his/her advisor.

A second element of the major requires each student to take course work that introduces both international and comparative methods of analysis. This is done explicitly in the core courses on international relations, comparative politics, and world cultures. As a result, students learn not only the power of interdisciplinary, but also how

these disciplines can be applied in a variety of ways to understand relationships and focus on both similarities and differences among nations and societies.

## Requirements

### Core Courses

ECO 201	Introduction to Microeconomics	3
ECO 202	Introduction to Macroeconomics	3
GBL 301	Introduction to Global Studies	3
GBL 491	Global Studies Capstone	2
PSC 371	ECCE: Introduction to Comparative Politics	3
PSC 373	Introduction to International Relations	3

### Select one of the following Regional History courses: 3

HIS 118	Making of the West	
HIS 160	Topics in Middle Eastern History	
HIS 161	Introduction to the Modern Middle East	
HIS 176	History of Premodern East Asia	
HIS 177	History of Modern East Asia	
HIS 202	European History	

### Select one of the following Culture courses: 3-4

ENG 152	Introduction to World Literature	
GBL 331	ECCE: Cultural Geography	
SOA 302	Understanding Cultures	

### Select a Research Methods Course (PSC 451, SOA 411, or other with advisor approval), or fulfill foreign Language requirement <sup>1</sup> 0-16

<b>Total Core:</b>	<b>23-40</b>
<b>Electives:</b> <sup>2</sup>	<b>12-16</b> <b>(four courses)</b>

<b>Total Hours</b>	<b>35-56</b>
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<sup>1</sup> Communication Skills: Global Studies students may opt to demonstrate, by testing or completing successfully four semesters of college-level foreign language (e.g. 4 semesters of Spanish at UIS would accrue 16 credit hours), an intermediate competency in a spoken language other than English. A research methods course can be taken instead to fulfill this requirement. If the student chooses to fulfill the language requirement through a test, then the student would not be taking any courses (therefore, they would earn 0 credit-hours for it)

<sup>2</sup> Students may focus on one of three concentrations or take 12 to 16 hours of electives (see above).

After completion of the first seven core courses above, students may then focus on one of a number of topical concentrations or take 12 to 16 hours of electives. Two of those concentrations are Globalization, and International Politics and Diplomacy. A third option allows for a self-designed concentration (with advisor approval) that focuses on a thematic topic such as the Environment & Development, Women Across Cultures, etc.

The final course in the curriculum, GBL 491-Global Studies Capstone, is designed to help students to weave together the components of their curriculum.

While theory is important, Global Studies majors also have the opportunity to put their learning to the test of experience. One of



these ways could include participating in the Model United Nations (MUN) simulation (by taking PSC 478 and PSC 483), which requires students to represent a country (usually not the US) at the UN, learn UN procedures, practice the diplomatic arts of persuasion and coalition building, and learn about the issues facing their adopted country. A second way that students can learn from experience is by participating in one of our study-abroad programs. Special encouragement is given to students to enhance their foreign language skills by choosing to study abroad in a country where the foreign language of their choice is spoken. Finally, each Global Studies major is required to do a three - six hour "civic engagement" experience. In addition to Study Abroad, this might include doing an internship at the US headquarters of a multinational corporation, or for a non-governmental organization (NGO) dealing with human rights or the environment.

## Global Studies Minor

The Global Studies minor provides students with the tools necessary to better understand the complex and changing world of the twenty-first century. The learning objectives of the minor are to convey knowledge not only of global issues, but also of comparative methods of analysis (i.e., the similarities and differences between and among states, societies, and cultures); and to provide an interdisciplinary approach that integrates the knowledge and methods that history, political science, economics, sociology/anthropology, women and gender studies, and geography/environmental studies have to offer.

To earn a minor in Global Studies, students must complete a minimum of 15 or 16 semester hours of upper-division course work at UIS. In exceptional cases, a student may submit a Student Petition to have up to eight hours of transfer credit accepted toward the minor. Transfer students still must take the core course and follow distribution requirements.

The required core for the minor is GBL 301. In addition, electives, totaling 12-16 semester hours, must be taken from two areas:

1. Two courses (six - eight credits) that provide an international perspective, and
2. Two courses (six - eight credits) that provide a comparative perspective

Students may not take more than one course in their major field of study to fulfill the Global Studies minor requirements. Students should consult with a Global Studies faculty member to ensure that they are meeting their individual needs and the requirements for the major.

## Requirements

### Core Course

GBL 301	Introduction to Global Studies	3
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### International courses 6-8

ECO 447	International Trade and Finance	
ENS 488	China's Environment and the World	
HIS 371	Islamic Civilization	
HIS 373	ECCE: Reading Arab Past	
HIS 375	ECCE: Conflict in the Middle East	
HIS 378	ECCE: Christian-Muslim Encounters	
HIS 460	Studies in Latin American History	
HIS 463	Europe In The 20th Century	
HIS 470	Topics in 20th Century World History	

HIS 471	ECCE: The Pacific War: World War II in East Asia	
HIS 473	Russia from the Revolution to the New Cold War	
HIS 476	Modern China	
LES 465	International Human Rights Law: Skills and Advocacy	
MGT 485	International Management	
PSC 373	Introduction to International Relations	
PSC 428	Globalization and the Future of Democracy	
PSC 452	ECCE: Economic Analysis	
PSC 462	International Law and Organizations	
PSC 463	International Political Economy	
PSC 464	ECCE: Latin American Politics	
PSC 466	Politics of Western Europe	
PSC 470	Terrorism and Public Policy	
PSC 473	War and Peace	
PSC 474	American Foreign Policy	
PSC 476	International Politics of the Middle East	
PSC 478	National Model United Nations	
PSC 483	Model United Nations	
SOA 442	Mexican Migration to the U. S.	
<b>Comparative courses</b>		<b>6-8</b>
BUS 381	Business and Developing Countries	
CCJ 346	ECCE: International Criminal Justice Systems	
CCJ 415	ECCE: Crime and Sentencing: Global Issues	
COM 425	ECCE: Intercultural Communication	
ECO 302	Macroeconomics in a Global Economy	
ECO 445	Economic Development	
ENS 311	ECCE: Global Change in Local Places	
ENS 412	World Environmental Thought	
ENS 446	Population and Public Policy	
ENS 461	Geopolitics: Geographical Aspects of International Affairs	
ENS 463	Our Changing Climate	
GBL 331	ECCE: Cultural Geography	
HIS 365	ECCE: Culture Wars/Europe	
HIS 459	World Environmental Thought	
HIS 475	ECCE: Nationalism and Imperialism	
HIS 479	ECCE: From Vikings to Hackers: A Pirate's World History	
HIS 485	Cold War and the Middle East	
MPH 301	Global Environmental Health	
MPH 471	Emerging Diseases	
PHI 315	Comparative Philosophy of Religion	
PSC 331	ECCE: Political Ideas and Ideologies	
PSC 371	ECCE: Introduction to Comparative Politics	
PSC 372	ECCE: Global Issues	
PSC 468	Foreign Policy Analysis	
SOA 302	Understanding Cultures	
SOA 325	ECCE: Latina/o USA	
SOA 428	ECCE: Culture, Health, and Power	
SOA 441	ECCE: Global Social Stratification	

SOA 455	Women in Political Movements: A Cross-Cultural Perspective
SOA 456	Global Masculinities
SOA 458 & WGS 459	Global Social Change and Transnational Movements and ECCE: Women Across Cultures
<b>Total Hours</b>	<b>15-19</b>

Other programs associated with Global Studies include the following:

**Model United Nations (MUN)** is designed to teach students how the United Nations fosters peace in the international system. The MUN courses (PSC 478 and PSC 483) allow students to participate in committee simulations where world problems are debated and solutions are presented. Students learn how to operate in a caucus environment while role-playing a country that is not their native homeland. The courses are specifically designed to prepare UIS students to compete at the National Model United Nations Conference held annually in New York City.

The **Global Experience Program** includes UIS study-abroad seminars and exchange programs, as well as programs administered by other universities and educational institutions. UIS has developed short-term study-abroad programs in a number of countries; yearly offerings vary. UIS has also signed exchange agreements with a range of universities across the world. These exchange agreements permit UIS students to study at the partner institutions for a semester or year paying UIS tuition. For more information regarding Study Abroad contact [intprog@uis.edu](mailto:intprog@uis.edu). Other UIS partnerships to promote global studies include the Sister Cities Association of Springfield and the World Affairs Council of Central Illinois.

## Globalization Concentration

### Requirements

Select four of the following Electives: **12-16**

BUS 381	Business and Developing Countries
COM 425	ECCE: Intercultural Communication
ECO 302	Macroeconomics in a Global Economy
ECO 445	Economic Development
ECO 447	International Trade and Finance
ENS 311	ECCE: Global Change in Local Places
ENS 461	Geopolitics: Geographical Aspects of International Affairs
MGT 485	International Management
PSC 372	ECCE: Global Issues
PSC 428	Globalization and the Future of Democracy
PSC 463	International Political Economy
SOA 441	ECCE: Global Social Stratification
SOA 458	Global Social Change and Transnational Movements
<b>Total Hours</b>	<b>12-16</b>

## Politics and Diplomacy Concentration

### Requirements

Select four of the following Electives: **12-16**

ENS 461	Geopolitics: Geographical Aspects of International Affairs
HIS 371	Islamic Civilization
HIS 375	ECCE: Conflict in the Middle East
HIS 378	ECCE: Christian-Muslim Encounters
HIS 463	Europe In The 20th Century
HIS 470	Topics in 20th Century World History
HIS 475	ECCE: Nationalism and Imperialism
HIS 476	Modern China
HIS 485	Cold War and the Middle East
LES 303	American Law in Comparative Perspective
LES 465	International Human Rights Law: Skills and Advocacy
PSC 331	ECCE: Political Ideas and Ideologies
PSC 372	ECCE: Global Issues
PSC 422	ECCE: Politics and Religion: Culture Wars
PSC 452	ECCE: Economic Analysis
PSC 462	International Law and Organizations
PSC 464	ECCE: Latin American Politics
PSC 466	Politics of Western Europe
PSC 468	Foreign Policy Analysis
PSC 470	Terrorism and Public Policy
PSC 473	War and Peace
PSC 474	American Foreign Policy
PSC 476	International Politics of the Middle East
PSC 478 & PSC 483	National Model United Nations and Model United Nations
SOA 458	Global Social Change and Transnational Movements
SOA/WGS 459	ECCE: Women Across Cultures
<b>Total Hours</b>	<b>12-16</b>

## Self-Designed or Topical Concentration

With advisor approval, students may create a thematic or regional concentration.

### Requirements

Select four of the following Electives: **12-16**

BUS 381	Business and Developing Countries
CCJ 346	ECCE: International Criminal Justice Systems
CCJ 415	ECCE: Crime and Sentencing: Global Issues
COM 425	ECCE: Intercultural Communication
ECO 302	Macroeconomics in a Global Economy
ENS 311	ECCE: Global Change in Local Places

ENS 412	World Environmental Thought
ENS 446	Population and Public Policy
ENS 461	Geopolitics: Geographical Aspects of International Affairs
ENS 463	Our Changing Climate
ENS 475	Political Ecology AKA The Political Life of Trees, Trash, & Turtles
ENS 488	China's Environment and the World
HIS/SOA 325	ECCE: Latina/o USA
HIS 365	ECCE: Culture Wars/Europe
HIS 371	Islamic Civilization
HIS 373	ECCE: Reading Arab Past
HIS 375	ECCE: Conflict in the Middle East
HIS 378	ECCE: Christian-Muslim Encounters
HIS/LES/PSC 422	ECCE: Politics and Religion: Culture Wars
HIS 463	Europe In The 20th Century
HIS 471	ECCE: The Pacific War: World War II in East Asia
HIS 473	Russia from the Revolution to the New Cold War
HIS 475	ECCE: Nationalism and Imperialism
HIS 476	Modern China
HIS 479	ECCE: From Vikings to Hackers: A Pirate's World History
HIS 485	Cold War and the Middle East
LES 303	American Law in Comparative Perspective
LES 465	International Human Rights Law: Skills and Advocacy
LNG 321	Spanish Civilization and Culture
MGT 485	International Management
MPH 301	Global Environmental Health
MPH 471	Emerging Diseases
PAD 482	Global Child Advocacy Studies
PHI 315	Comparative Philosophy of Religion
PSC 331	ECCE: Political Ideas and Ideologies
PSC 372	ECCE: Global Issues
PSC 422	ECCE: Politics and Religion: Culture Wars
PSC 428	Globalization and the Future of Democracy
PSC 452	ECCE: Economic Analysis
PSC 462	International Law and Organizations
PSC 463	International Political Economy
PSC 464	ECCE: Latin American Politics
PSC 466	Politics of Western Europe
PSC 468	Foreign Policy Analysis
PSC 470	Terrorism and Public Policy
PSC 473	War and Peace
PSC 474	American Foreign Policy
PSC 476	International Politics of the Middle East
PSC 478	National Model United Nations
PSC 483	Model United Nations
SOA 302	Understanding Cultures
SOA 325	ECCE: Latina/o USA
SOA 428	ECCE: Culture, Health, and Power

SOA 441	ECCE: Global Social Stratification
SOA 442	Mexican Migration to the U. S.
SOA 455	Women in Political Movements: A Cross-Cultural Perspective
SOA 456	Global Masculinities
SOA 458	Global Social Change and Transnational Movements
SOA/WGS 459	ECCE: Women Across Cultures

**Total Hours** **12-16**

## Legal Studies

### Contact Information

**Website:** [www.uis.edu/legal-studies](http://www.uis.edu/legal-studies)

**Email:** [les@uis.edu](mailto:les@uis.edu) or [les-online@uis.edu](mailto:les-online@uis.edu)

**Office Phone:** (217) 206-6535

**Office Location:** PAC 350

- Bachelor of Arts
- Minor

## Departmental Goals and Objectives

The Department of Legal Studies at UIS offers students an exceptional opportunity to study and experience law in action. Springfield is the seat of the Illinois legislature, the Illinois Circuit Court for Sangamon County, the Illinois Appellate Court for the Fourth District, the Illinois Supreme Court, and the United States District Court for the Central District of Illinois. Legal Studies students have the opportunity to interact with both the legislature and the state and federal courts in their classes and through internships. The Legal Studies department emphasizes law in a societal context within a broad-based liberal arts curriculum. The department seeks to develop the student's knowledge and understanding of the legal system and enhance analytical thinking, research, and writing skills. The department also aims to develop the professional and scholarly skills graduates need in law-related careers or graduate-level studies. Students are encouraged to participate in several experiential learning opportunities, including working with the Illinois Innocence Project, competing with the Mock Trial Team, and participating in the Pre-Law Society.

Knowledge of the law and the legal system is essential for individuals in various careers, including politics, government, law enforcement, social work, lobbying, legislative work, legal analysis, nonprofit work, corrections, human resources, and court administration. Many professionals, especially in the public sector, need a comprehensive understanding of the legal system, how it works, how it interrelates with social change, and how it assists people in asserting their rights.

### The objectives and outcomes for the B.A. graduate are:

1. To develop analytical skills necessary to appreciate law as a social phenomenon
2. To develop an understanding of how the law is created, applied, interpreted, and changed
3. To impart knowledge of substantive areas of the law
4. To provide clinical or direct working experience in legal environments

5. To perfect student skills in legal research, writing, and analysis
6. To provide an interdisciplinary liberal arts education

Students interested in learning more about legal studies or preparing to designate legal studies as an academic major should contact the Legal Studies Department. For advice on what kinds of classes provide good preparation for law school or information about how legal studies prepares students for law, students should contact the Pre-Law Center at (217) 206-4529 or prelawcenter@uis.edu.

## The Bachelor's Degree

A major in Legal Studies provides students with a fundamental knowledge of the law and legal systems, helping them evaluate legal issues and make assessments of the way law operates in society through a balanced, interdisciplinary study of theory and practice. The Legal Studies curriculum offers a flexible course of matriculation that provides the professional and scholarly skills necessary for many law-related careers, law school, or further graduate study. Law-related careers include consultants, court administrators and clerks, data analysts, state and federal law enforcement officers and agents, government relations, hospital administrators, human resource managers, investigators, labor relations directors, legal consultants, legislators and legislative liaisons, lobbyists, policy developers, politicians, public service administrators, reporters, social workers, state and federal agency employees, superintendents, and unions representatives, to name a few.

The department is strong in the study of U.S. and comparative law; constitutional law; legal issues of race, gender, and class; international law and issues of immigration; corporate law; legal history; law and the humanities, law and the social sciences; law and government; issues of criminal and social justice; legal philosophy; and legal practice skills. Faculty are active in the Illinois Innocence Project, Mock Trial, the Pre-Law Center, and the UIS Immigration Task Force.

One distinctive advantage of the program is its location in Springfield, allowing students to participate directly in many legal institutions, including local, state, and federal courts, public and private law offices and clinics, and the state legislature.

## Advising

A professional undergraduate advisor is assigned to each student after being fully admitted to the LES Department. The advisor helps students plan their overall course of undergraduate study. The advisor provides advice and assists the student if any difficulties arise during their UIS career. Students should talk to their advisor at least once each semester.

Students are also assigned a faculty advisor. Faculty advisors help students focus their courses within the legal studies curriculum, assess opportunities for experiential learning, and plan for their careers after UIS. If a student wishes to select a specific faculty advisor, a student may file a form for this purpose, available through the department office.

## Grading Policy

The Legal Studies program has no grading policy different from the University's undergraduate requirements.

## Honors in Legal Studies

Students may apply for participation in the department's honors program. To graduate with Honors in Legal Studies, students must complete the Honors section of LES 489 Closing Seminar and graduate with a 3.5 UIS grade point average.

A Legal Studies Degree allows students the flexibility to focus on the knowledge and skills they will need to be successful in their future career plans.

The degree entails required core and elective courses. Required courses allow students to acquire essential legal background and to develop needed skills. Elective courses enable students to focus their program of study in a specific area.

Students should be aware that required courses are not offered every semester. Students are strongly advised to consult with their academic advisor or faculty advisor before registering. To ensure that all course work is appropriately integrated, students are encouraged to work out plans for their academic careers with their LES advisor.

The Legal Studies B.A. degree requires each student to take a minimum of three hours of internship for their ECCE Engagement Experience requirement. Students may take up to six internship hours towards the ECCE requirement; any hours beyond six will be credited as general elective hours. Double majors may have different internship requirements and should consult with their LES and other major advisors.

When necessary and advisable, students may waive the program's three-hour internship requirement and substitute another ECCE course in its place. Waivers are given only in exceptional cases.

Students who double-major in Legal Studies and Political Science may count cross-listed courses with a PSC/LES prefix as electives in Legal Studies.

## Requirements

### Core courses – required of all undergraduate students

LES/PSC 202	Introduction to the American Legal System	3
LES 307	Law and Society	3
LES 401	Legal Research And Citation	4
LES 414	American Constitution: Government Powers and Institutions	3
LES/PSC 416	The American Constitution and Civil Liberties	3
LES 489	Closing Seminar: Ethics and Current Legal Questions	3

<b>LES Electives</b>		<b>15</b>
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<b>Total Hours</b>		<b>34</b>
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## Communication Requirement

UIS requires that students demonstrate proficiency in writing skills before attaining a degree. Instructors initially assess each student's writing skills in legal studies courses. Students identified as having writing difficulties are required to develop a plan of improvement with their advisor.

Certification of communication skills for LES majors occurs through assessing the student in both LES 303 American Law in Comparative Perspective and LES 307 Law and Society. Students



must demonstrate competency in standard written English by passing the writing portion of the courses with a grade of C or better (grades of C- or lower will not be accepted) to meet this campus requirement. Students who do not demonstrate adequate written communication skills will be required to take one or more lower-division writing courses to address the writing deficiencies before being allowed to graduate.

## Closure Requirement

Students must complete a minimum of 48 upper-division hours and fulfill all department and general education requirements to graduate. Each student must submit a completed graduation application by the deadline date designated by the Office of Records and Registration for the applicable semester.

Graduation application instructions are available on the Office of Records and Registration website.

## Legal Studies Minor

### Grading Policy

LES minors must receive a grade of C (2.0) or higher in all required core courses. A grade of C- or lower will not be accepted in these courses.

### Requirements

#### Required Courses

LES/PSC 202	Introduction to the American Legal System	3
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#### LES Electives

Requires 9 hours of 300- or 400-level course work. The remaining 3 hours may be taken at the 100, 200, 300, or 400 level.	12
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<b>Total Hours</b>	<b>15</b>
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## Political Science

### Contact Information

**Website:** [www.uis.edu/spia](http://www.uis.edu/spia)

**Email:** [pos@uis.edu](mailto:pos@uis.edu)

**Office Phone:** (217) 206-7495

**Office Location:** PAC 350

- Bachelor of Arts
- Accelerated B.A./M.A.
- Minor

## Departmental Goals and Objectives

The State of Illinois has one of the nation's more interesting political cultures. Located in Springfield, the hub of Illinois political activity, UIS is able to provide a laboratory for the study of government and politics, enriched with internship opportunities for practical experience.

UIS students get a rigorous academic program in a highly engaged Political Science, where practical politics brings theoretical studies to life. Political Science at UIS emphasizes the practical importance of theory and the academic importance of practice. Opportunities for experiential learning are available through a legislative internship program for undergraduate majors and through internships and assistantships for graduates. By focusing electives in particular areas

of interest, students are able to develop research skills and acquire broad academic backgrounds reflecting the rich political resources readily available in the capital city.

Students are encouraged to participate in special activities related to their course of study. The Political Science Department is directly involved in Model Illinois Government and, with faculty and students in Global Studies, in Model United Nations. Students and faculty in Political Science also regularly attend and present their work at public forums and conferences.

The B.A. program can be taken fully on-campus or fully online, and on-campus students may use a blended approach of mixing on-campus and online course work.

## The Bachelor's Degree

A major in Political Science provides students with a systematic knowledge of political life, helping them evaluate public issues and make decisions through a balanced program of study in which philosophical, empirical, and policy concerns complement one another. The Political Science curriculum offers a flexible course of study that provides a solid foundation for a career in law, politics, public service, research, or teaching. The department is strong in the study of American national and state politics, politics and law, political philosophy, comparative and international politics, and political behavior. Individual faculty have special competencies in such topics as public opinion, elections and election reform, voting behavior, legislative politics, state politics and policy, human rights, women's rights, sexuality and politics, globalization, critical theory, international political economy, and American foreign policy. Faculty are also active in the UIS Institute for Legal, Legislative, and Policy Studies and participate in several internship programs sponsored by UIS.

## Advising

Entering students are assigned to an undergraduate college advisor when they declare Political Science as their major field of study. They will also be assigned a faculty advisor. After their first semester, when students are acquainted with the faculty and are more knowledgeable about the department and the campus, they may wish to select a specific faculty advisor. The course of study for the B.A. is planned jointly with the college advisor, so students should consult with their advisor before each registration and from time-to-time during the semester.

One distinct advantage of the program is its location in Springfield, affording opportunities to participate directly in politics. Cooperation between UIS and governmental and private agencies provides many opportunities for experiential learning in public affairs research and politics.

## Grading Policy

The Political Science department has no grading policy different than the University's undergraduate requirements

## Honors in Political Science

Students with at least 15 completed hours in Political Science courses with a minimum 3.50 GPA in those courses may apply for participation in the department's honors program. To graduate with Honors in Political Science, students must successfully complete an independent research project in PSC 486 Honors Closing Seminar. Students in the department's honors program are also able to take a graduate-

level course in Political Science as an elective. (Please be aware that any graduate-level course counted toward credit in a student's undergraduate degree cannot later be counted toward a graduate degree.)

## Communication Skills

Both the study and the practice of politics require that students/citizens speak, write, and read well. These skills are also critical for successful careers in government, law, and business.

Following is a list of required courses. Students who believe that they have had a comparable course at their four-year or community colleges may submit a Student Petition to department to waive the course requirements. Students may submit a Student Petition to count a maximum of four courses as transfer credit toward the PSC major. Students are encouraged to take the foundation courses, including PSC 451, before taking other 400-level courses.

## Requirements

### Core Courses

PSC/LES 201	Introduction to the American Political System	3
PSC 325	Introduction to Political Philosophy	3
PSC 371	ECCE: Introduction to Comparative Politics	3
PSC 373	Introduction to International Relations	3
PSC 451	Empirical Political Analysis	3
PSC 485	Closing Seminar	2
or PSC 486	Honors Closing Seminar	

### Political Science electives <sup>1</sup>

Must be at the 300- and 400-level.	15
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<b>Total Hours</b>	<b>32</b>
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<sup>1</sup> Core courses may not be used to fulfill the electives requirement.

Students should consult with academic advisors in the major for specific guidance regarding completion of general education requirements. Students seeking a double major in Political Science and Legal Studies may count cross-listed courses with a Legal Studies (LES) prefix as electives in Political Science and may count cross-listed courses with a Political Science (PSC) prefix as electives in Legal Studies. These students may also use PSC 451 toward the Legal Studies' requirement LES 472.

## Engagement Experience/ECCE

Political Science students are required to complete a minimum of 10 semester hours of Engaged Citizenship Common Experience (ECCE) requirements in the areas of U.S. Communities, Engagement Experience, and ECCE Speaker Series.

In political science, all majors must complete six hours of Engagement Experience – an internship program which emphasizes improvement of the student's ability to learn from experience, career assessment, relationships between theory and practice, and realistic appreciation of public affairs. The PSC department requires that students use six hours of ECCE credit toward the Engagement Experience. Students fulfill this requirement by enrolling in IPL 300 for six credit hours.

Students must also take a three hour U. S. Communities Course as a part of completing ECCE requirements.

If a student can justify a different distribution of the 10-hour requirement, they may claim an exception to the rule by petitioning the Political Science department.

## Political Science Minor

To earn a minor in Political Science, students must complete a minimum of 15 semester hours.

## Requirements

### Core Courses

**Select two of the following:** **6**

PSC/LES 201	Introduction to the American Political System
PSC 325	Introduction to Political Philosophy
PSC 371	ECCE: Introduction to Comparative Politics
PSC 373	Introduction to International Relations

### PSC Electives

Courses must be selected at the 300- or 400-level. **9**

**Total Hours** **15**

## Online Degree

- Political Science (p. 119)

Online BA in Political Science students are able to complete all of their course work 100% online, and are able to complete their internship where they reside.

## Accelerated B.A./M.A. Program

This special curriculum is designed for undergraduates who know early on that they would like to complete a Political Science Master's Degree. It is an academic program that makes it possible for a major in political science to complete the B.A. and M.A. degrees in a shortened time period when undertaking full-time study.

Students in the B.A./M.A. curriculum must satisfy all the requirements for the B.A. in political science.

## Accelerated B.A./M.A. Curriculum

Upon graduation with the B.A. degree, students are evaluated for admission to continue on in the M.A. phase of the curriculum. Students in the B.A./M.A. program still need to apply to the Political Science Master's Degree program through UIS Admissions.

The requirements for the M.A. phase of the B.A./M.A. curriculum are the same as those for the M.A. program, except that up to eight B.A. internship credits can count toward the M.A.. With those reductions, the number of hours required for the M.A. phase is 32.

The Accelerated B.A./M.A. program is available to both on-campus and online students.

# Public and Nonprofit Administration

## Contact Information

**Website:** www.uis.edu/spmp

**Email:** spmp@uis.edu

**Office Phone:** (217) 206-6310

**Office Location:** PAC 420

- Bachelor of Arts (3)
- Minor

## Departmental Goals and Objectives

Public and Nonprofit Administration is a field of study that prepares students to serve as managers in local, state, and federal governments and the nonprofit sector. This interdisciplinary field applies the theories and methods of the social sciences to solve governance and public service problems. Areas of study include the principles of public and nonprofit administration, management, organization theory, public policy, public budgeting, financial management, law, ethics, and social science research methods.

## Department of Public and Nonprofit Administration Mission:

To contribute to improvement in the public and nonprofit sectors by:

- Preparing students for public service through quality Bachelor, Master, and Doctoral degrees and graduate certificates
- Developing, sharing, and applying knowledge

The UIS Bachelor of Arts in Public and Nonprofit Administration degree program is designed to prepare students to advance the public interest and civic engagement. Students are prepared through the integration of theory and practice.

## Program Outcomes:

By the time students graduate, they should be able to:

- Demonstrate an understanding of the role of public administration in government
- Demonstrate an understanding of the principles of management and administration of public service organizations
- Demonstrate an understanding of the fundamentals of public policy
- Demonstrate an understanding of the basic principles of organizational theory
- Demonstrate an understanding of the importance of public service ethics
- Demonstrate an understanding of the role and value of diversity
- Apply critical thinking skills to public administration and policy problems
- Employ research methods in the public administration context

- Demonstrate an ability to work collaboratively
- Demonstrate professional oral and written communication skills

## The Bachelor's Degree

**The Bachelor of Arts in Public and Nonprofit Administration provides three options for study:**

- Child Advocacy Studies (p. 123)
- Environment and Society (p. 123)
- Global Public Health (p. 123)

Degree requirements for the BA include 27-credit hours of core course work and 9-credit hours of elective course work for a total of 36-credit hours in the major and 120 overall. Students have the option of completing a concentration with their 9 elective hours. They may choose from several fields. Students complete their 9 elective hours in one of these concentrations. The concentration designation appears on the student's transcript.

Our program benefits greatly from the University's location in the state capital and its traditional Public Affairs focus. We provide opportunities for practical learning through access to Illinois state government and historical sites, faculty with experience in nonprofit management and government, and applied study experiences such as internships coordinated through the University's Internship and Prior Learning Program.

## Internship Opportunities

It is highly recommended for students without professional experience to participate in an internship or other applied study experience. Public and Nonprofit Administration applied study experiences are coordinated through the Internship and Prior Learning Program. Students can apply up to 6 hours of credit for up to two courses through IPL 300 Internship Applied Learning or IPL 301 Project Applied Learning. Students should consult with their Program Student Advisors to begin exploring this opportunity.

## Advising

Students will be assigned an initial faculty advisor when they declare Public and Nonprofit Administration as their major field of study. The course of study is planned jointly with the academic advisor. Students should consult with their advisors before registration and at times during the semester.

## Grading Policy

The department has no grading policy different from the University's undergraduate requirements.

## Writing Competence

Faculty may identify writing deficiencies during courses and refer students to the Learning Hub.

The Bachelor of Arts in Public Administration (BA) prepares students to serve as managers in nonprofit organizations and local, state, and federal governments. This interdisciplinary field applies the theories and methods of the social sciences to solve problems or management, administration, and governance in the nonprofit and

public sectors. Areas of study include the principles of management, public administration, organizational theory, public policy, public budgeting, financial management, law, ethics, and social science research methods. We prepare students through the integration of theory and practice to advance the public interest and civic engagement.

## Requirements

### Required Courses

ECO 201	Introduction to Microeconomics	3
MAT 121	Applied Statistics	3
or MAT 122	Contemporary Statistics	
PSC/LES 201	Introduction to the American Political System	3
PAD 301	Introduction to Public Service Management	3
PAD 302	Leadership and Management of Public Organizations	3
PAD 303	Public Policy for Managers	3
PAD 310	Nonprofit Sector and Society	3
PAD 470	Research Methods and Management	3
PAD 471	Public Administration Senior Capstone	3

### Electives

**Choose 9-credit hours of electives from 300 or 400 level Public Administration (PAD) courses.** **9**

**Total Hours** **36**

Note: Students who believe that they have had a comparable course at a four-year university or community college may petition the department to waive the course requirements. Students may petition to count a maximum of four courses as transfer credit toward the major. Students are encouraged to take the foundation courses before taking other 400-level courses.

## AAS/BA in Public and Nonprofit Administration transfer completion degree program

The AAS/BA in Public and Nonprofit Administration completion option seeks to offer students with Associate of Applied Science degrees in career and technical fields the opportunity to attain a baccalaureate degree that will enable them to capitalize on their specialized field while preparing them for management and supervisory positions in public service and nonprofit organizations. The program employs the reverse funnel stackable credential approach in which AAS degree holders complete their general education requirements after transfer to the baccalaureate granting institution. Typically, a student who has earned an AAS degree has earned 15 hours of general education credit and will complete their remaining general education courses at UIS. Upon transfer into the program, the student with a 60+ semester hour AAS degree from an accredited institution must complete at least 60 hours at UIS for the BA in Public and Nonprofit Administration. Of these 60, the remaining general education credits needed to meet their general education requirements would include nine credits ECO 201, MAT 121 or ( MAT 122 and PSC 201) or LES 201 that would also satisfy part of the Public and Nonprofit Administration program core. Thus, after transfer, most AAS degree holders would complete 60 hours at UIS, 27 of which would typically be general education hours with nine overlapping in the Public and Nonprofit Administration core, leaving 27 more Public and Nonprofit Administration courses and

six electives to complete the degree. ECCE hours also need to be included in this total (10 more hours).

## Child Advocacy Studies Minor

The CAST (Child Advocacy Studies) minor was created as a collaborative approach to training and educating front line professionals and the next generation of child welfare practitioners. The core UIS CAST courses are certified by the ZERO Abuse Project and UIS Cast students are eligible for a certificate as proof of their knowledge, skills and abilities in child maltreatment prevention and intervention. Upon completion for the 15-hour minor, students are eligible to receive credit for both the minor at UIS as well as the certificate awarded externally. Students may complete the CAST minor on-campus or fully online.

## Requirements

### Required Courses

PAD 481	Perspectives on Child Maltreatment and Advocacy	3
PAD 482	Global Child Advocacy Studies	3
or PAD 484	Childhood Trauma: Risk and Resiliency	
PAD 483	The System's Response to Child Maltreatment	3
PAD 486	Child Advocacy Studies Capstone	3

**One of the following** **3**

IPL 300 ECCE: Internship Applied Learning

or and PAD 300 or PAD 400 Elective

IPL 301 ECCE: Project Applied Learning

### OR

Any 300 or 400 PAD Elective

**Total Hours** **15**

## Online Degree

- Child Advocacy Studies (p. 123)
- Environment and Society (p. 123)
- Global Public Health (p. 123)
- Public and Nonprofit Administration (p. 121)

The online Bachelor of Arts in Public and Nonprofit Administration degree allows students to participate in dynamic, diverse, and interactive online learning communities and to complete their degrees via the Internet. The online format enables them to complete course work using the latest networked information technologies for increased access to educational resources, advisors, and materials with no on-campus visits required. The online degree follows the same curriculum as the on-campus degree.

## Joint Degree

- BA/MPA Public Administration Joint Degree (p. 124)



## Child Advocacy Studies Concentration

### Grading Policy

The 36-hour degree requires the following courses. Students are required to maintain a B (3.0 on a 4.0 scale) or higher cumulative GPA.

### Requirements

#### Core Courses (27 hours - 9 as part of general education)

ECO 201	Introduction to Microeconomics	3
MAT 121	Applied Statistics	3
	or MAT 122 Contemporary Statistics	
PAD 301	Introduction to Public Service Management	3
PAD 302	Leadership and Management of Public Organizations	3
PAD 303	Public Policy for Managers	3
PAD 310	Nonprofit Sector and Society	3
PAD 470	Research Methods and Management	3
PAD 471	Public Administration Senior Capstone	3
PSC/LES 201	Introduction to the American Political System	3

#### Child Advocacy Studies Concentration <sup>1</sup>

PAD 481	Perspectives on Child Maltreatment and Advocacy	3
	or PAD 484 Childhood Trauma: Risk and Resiliency	
PAD 482	Global Child Advocacy Studies	3
	or PAD 484 Childhood Trauma: Risk and Resiliency	
PAD 483	The System's Response to Child Maltreatment	3

**Total Hours** **36**

<sup>1</sup> Upon completion of the 9 hours of PAD CAST courses, students are eligible for externally awarded CAST certification approved through the National Child Protection Training Center (NCPTC)

**Note:** Students may submit a Student Petition to count a maximum of four courses as transfer credit toward the major. Students are encouraged to take the foundation courses before taking other 400-level courses.

## Environment and Society Concentration

### Grading Policy

The 36-hour degree requires the following courses. Students are required to maintain a B (3.0 on a 4.0 scale) or higher cumulative GPA.

### Requirements

#### Core Courses (27 hours - 9 as part of general education)

ECO 201	Introduction to Microeconomics	3
MAT 121	Applied Statistics	3
	or MAT 122 Contemporary Statistics	
PAD 301	Introduction to Public Service Management	3
PAD 302	Leadership and Management of Public Organizations	3
PAD 303	Public Policy for Managers	3

PAD 310	Nonprofit Sector and Society	3
PAD 470	Research Methods and Management	3
PAD 471	Public Administration Senior Capstone	3
PSC/LES 201	Introduction to the American Political System	3

#### Environmental Studies Concentration

**Complete 9 hours of 300 or 400 ENS courses from the list below** **9**

ENS 311	ECCE: Global Change in Local Places	
ENS 404	Fundamentals of Geographic Information Systems	
ENS 419	Environmental Law	
ENS 425	Ecological Issues	
ENS 446	Population and Public Policy	
ENS 448	Sustainable Food Systems	
ENS 463	Our Changing Climate	
ENS 472	Urban Environments	

**Total Hours** **36**

**Note:** Students may submit a Student Petition to count a maximum of four courses as transfer credit toward the major. Students are encouraged to take the foundation courses before taking other 400-level courses.

## Global Public Health Concentration

### Grading Policy

The 36-hour degree requires the following courses. Students are required to maintain a B (3.0 on a 4.0 scale) or higher cumulative GPA.

### Requirements

#### Core Courses (27 hours - 9 as part of general education)

ECO 201	Introduction to Microeconomics	3
MAT 121	Applied Statistics	3
	or MAT 122 Contemporary Statistics	
PAD 301	Introduction to Public Service Management	3
PAD 302	Leadership and Management of Public Organizations	3
PAD 303	Public Policy for Managers	3
PAD 310	Nonprofit Sector and Society	3
PAD 470	Research Methods and Management	3
PAD 471	Public Administration Senior Capstone	3
PSC/LES 201	Introduction to the American Political System	3

#### Global Public Health Concentration

Complete 9 hours of 200, 300, or 400 level PAD electives NOT restricted to PAD majors. However, be advised that students must have at least 48 upper division hours at UIS to graduate. **9**

**Total Hours** **36**

**Note:** Students may submit a Student Petition to count a maximum of four courses as transfer credit toward the major. Students are encouraged to take the foundation courses before taking other 400-level courses.

## BA/MPA Public Administration Joint Degree

This curriculum is designed to reduce the time to complete a master's degree for undergraduates wishing to prepare for a public service or nonprofit career. It is an Accelerated Joint Degree program that makes it possible for an undergraduate student majoring in public and nonprofit administration to complete course work applied to the Master of Public Administration degree, thus reducing their time to completion.

In the Accelerated BA/MPA program, students will meet all MPA program prerequisites by meeting the requirements of the BA program. In Addition students will receive credit towards the MPA for the following:

- PAD 501: Induction to the Profession. The program will waive the introductory MPA course because students will already have experienced an introduction to the profession through the acquisition of the BA/MPA
- **Core or Elective Credit:** BA/MPA students can also take up to 9 hours of 400/500 level PAD core or elective credits to also be applied to the MPA. Thus the Accelerated undergraduate student would have 12 hours to apply to the MPA. As a graduate student, they must complete any remaining core and elective courses, as outlined below, not included in those 12-credit hours.

### Requirements

#### Remaining core (21 total hours):

PAD 502	Organization Dynamics	3
PAD 503	Analytical Tools	3
PAD 504	Budget And Finance	3
PAD 505	Human Resource Management	3
PAD 506	Public Policy for Managers	3
PAD 507	Information for Decision Making	3
PAD 571	Capstone Seminar	3
<b>Total Hours</b>		<b>21</b>

Electives (up to four (4) hours can be internship <sup>1</sup>) 12

<sup>1</sup> At least six hours of elective courses must be selected from Public Administration (PAD) courses. Any combination of PAD 400- or 500-level courses may count toward the MPA degree. Only one 400-level elective from a program outside the Department of Public and Nonprofit Administration may be counted toward the MPA. A student in the accelerated BA/MPA may take up to six 400 level hours of electives and apply these toward the MPA.

### Public Health

#### Contact Information

**Website:** [www.uis.edu/public-health](http://www.uis.edu/public-health)  
**Email:** [mph@uis.edu](mailto:mph@uis.edu)  
**Office Phone:** (217) 206-6720  
**Office Location:** PAC 350

A minor in Public Health is designed for students who wish to develop an introductory awareness and preparation for dealing with critical local, state, national and global issues important to improving population health. Because public health practice requires a foundation

in the social and natural sciences, a minor in public health pairs well with a number of the undergraduate majors at UIS (e.g., biology, chemistry, biochemistry, sociology, psychology, environmental studies, global studies, and liberal studies or students pursuing nursing, the pre-med track, or allied health professions). A minor in public health will help students in these majors understand the application of their major in the betterment of environmental and public health.

The public health minor uses a foundation of policy, administration, environmental health, community health, and epidemiology for comparing and contrasting local and global public health issues and prepare the student for advanced study in program development and intervention. Students completing the minor in Public Health will be able to understand the basic principles of public health; assessment, policy development, and assurance; the role of population, poverty, and pollution on the well-being of populations; and methods for studying disease occurrence and patterns in populations.

### Public Health Minor

To earn an undergraduate minor in Public Health, students must complete a minimum of 15 hours in public health courses (two core and three electives). Electives should be selected in consultation with a Public Health faculty member. Please contact [mph@uis.edu](mailto:mph@uis.edu).

### Requirements

#### Required Courses

MPH 222	Global Public Health: Population, Poverty and Pollution	3
MPH 224	Epidemiology - Science of Disease Discovery	3

#### Electives

Select three of the following, or a minimum of 9 hours		9
MPH 221	Environmental Facts and Fictions: The Mystery Genre	
MPH 301	Global Environmental Health	
MPH 408	ECCE: Addiction	
MPH 438	Monsters, Medicine, and Myths	
MPH 441	Human Well-Being <sup>1</sup>	
MPH 450	Chemicals and the Citizen	
MPH 471	Emerging Diseases <sup>1</sup>	
MPH 478	ECCE: Crisis in Environmental Health	

**Total Hours** 15

<sup>1</sup> Select the three-hour option of this course to meet the minor requirements.

### Public Policy

#### Contact Information

**Website:** [www.uis.edu/spia](http://www.uis.edu/spia)  
**Email:** [pos@uis.edu](mailto:pos@uis.edu)  
**Office Phone:** (217) 206-6646  
**Office Location:** PAC 350

- Bachelor of Arts (2)

The Public Policy B.A. program at UIS is located within the department of Political Science and instructed by faculty and practitioners with diverse public policy expertise. The Public Policy Bachelor's Degree

curriculum offers comprehensive training in the field of public policy, including applied policy implementation and program evaluation, which is especially important given the program's location in the state capital of Illinois.

Students interested in careers as lawmakers, policy analysts, legislative aides, community activists, lobbyists, graduate study of public policy, and attorneys are encouraged to apply. The program's two-track BA degree option offers an emphasis in American Public Policy or Comparative/International Public Policy, equipping students with the specialized skills desired to pursue advanced studies in public policy, political science, law, and public management.

The Public Policy Bachelor's Degree curriculum addresses questions surrounding the ethics of policy-making, the conditions in which policies are made, how programs should be implemented, and whether they are effective. Courses provide in-depth consideration of health, education, labor law, social welfare, environmental, or agricultural policy while equipping students with the tools to participate in the advocacy, drafting, and analysis of public policy.

Practical experience is enhanced by the degree requirement that students complete a six credit-hour internship with a local government or policymaking agency as part of the Public Policy Bachelor's Degree curriculum. Internships are designed to introduce students to various post-graduate professional options and can be tailored to students' unique policy interests. Students will be assisted in obtaining internship opportunities.

## The Bachelor's Degree

- American Track Degree Requirements (p. 125)
- Comparative/International Track Degree Requirements (p. 126)

## Advising

Entering students are assigned to our undergraduate college advisor when they declare Public Policy as their major field of study. They are also assigned a faculty advisor. After their first semester, when they are acquainted with the faculty and are more knowledgeable about the department and the campus, students may wish to select a specific faculty advisor. The course of study for the B.A. is planned jointly with the college advisor, so students should consult with their advisor before each registration and from time-to-time during the semester.

One distinct advantage of the program is its location in Springfield, affording opportunities to participate directly in public policy work. Cooperation between UIS and governmental and private agencies provides many opportunities for experiential learning in public affairs and public policy.

## Grading Policy

The Public Policy program has no grading policy different from the University's undergraduate requirements.

## Honors in Public Policy

Students with at least 15 completed hours in Public Policy courses with a minimum 3.50 GPA in those courses may apply for participation in the department's honors program. To graduate with Honors in Public Policy, students must successfully complete an independent research project in PSC 488 Honors Closing Seminar. Students are also able to take a graduate-level course in Political Science as an elective.

(Please be aware that any graduate-level course counted toward credit in a student's undergraduate degree cannot later be counted toward a graduate degree.)

## Communication Skills

Both the study and the practice of public policy require that students/citizens speak, write, and read well. These skills are also critical for successful careers in government, law, and business.

## Engaged Citizenship Common Experience (ECCE) Requirements

Students are required to complete a minimum of 10 semester hours of Engaged Citizenship Common Experience (ECCE) requirements in the areas of U.S. Communities, Global Awareness, Engagement Experience, and ECCE Speaker Series.

In Public Policy, all majors must complete six hours of Engagement Experience – an internship program which emphasizes improvement of the student's ability to learn from experience, career assessment, relationships between theory and practice, and realistic appreciation of public policy. The department requires that students use six hours of ECCE credit toward the Engagement Experience.

If a student can justify a different distribution of the 10-hour requirement, he/she may claim an exception to the rule by submitting a Student Petition to the Political Science department.

Students must also take a U.S. Communities course as a part of completing ECCE requirements.

## Public Policy American Track

Following is a list of required courses. Students who believe they have had a comparable course at a four-year university or community college may submit a Student Petition to the department to waive the course requirements. Students may submit a Student Petition to count a maximum of four courses as transfer credit toward the Public Policy major.

Students should consult with academic advisors in the major for specific guidance regarding completion of general education requirements. Students seeking a double major in Public Policy and Political Science (highly recommended) may count some of the prerequisites (PSC 201 and PSC 371) and core (PSC 451) with Political Science.

## Requirements

<b>Prerequisites</b>		<b>9</b>
ECO 201	Introduction to Microeconomics	3
ECO 202	Introduction to Macroeconomics	3
PSC 201	Introduction to the American Political System	3
<b>Core Courses</b>		<b>17</b>
PSC 311	Introduction to Public Policy	3
PSC 326	Ideas, Ethics, and Public Policy	3
PSC 410	Policy Analysis and Implementation	3,4
PSC 451	Empirical Political Analysis	3,4
PSC 452	ECCE: Economic Analysis	3
PSC 487	Public Policy Closing Seminar / Capstone	2
or PSC 488	Honors Public Policy Closing Seminar / Capstone	

<b>Public Policy American Track Electives (choose three)</b>	<b>9</b>
PSC 402	Legislative Politics
PSC 403	Public Opinion
PSC 406	The American Presidency
PSC 408	American Political Behavior
PSC 409	Political Parties and Interest Groups
PSC 415	The Supreme Court and Judicial Politics
PSC 420	National Security Issues and the U.S. Constitution
PSC 444	Gender, Politics, and Public Policy
PSC 470	Terrorism and Public Policy
Additional Electives (six hours of PSC courses) <sup>1</sup>	6
<b>Total Hours</b>	<b>41</b>

<sup>1</sup> Three hours may be from outside of PSC with approval of advisor

Additional Electives (six hours of PSC courses) <sup>1</sup>	6
<b>Total Hours</b>	<b>41</b>

<sup>1</sup> Three hours may be from outside of PSC with approval of advisor

## Public Policy Comparative/ International Track

Following is a list of required courses. Students who believe they have had a comparable course at a four-year university or community college may submit a Student Petition to the department to waive the course requirements. Students may submit a Student Petition to count a maximum of four courses as transfer credit toward the Public Policy major.

Students should consult with academic advisors in the major for specific guidance regarding completion of general education requirements. Students seeking a double major in Public Policy and Political Science (highly recommended) may count some of the prerequisites (PSC 201 and PSC 371) and core (PSC 451) with Political Science.

### Requirements

<b>Prerequisites</b>	<b>9</b>	
ECO 201	Introduction to Microeconomics	3
ECO 202	Introduction to Macroeconomics	3
PSC 371	ECCE: Introduction to Comparative Politics	3
<b>Core Courses</b>	<b>17</b>	
PSC 311	Introduction to Public Policy	3
PSC 326	Ideas, Ethics, and Public Policy	3
PSC 410	Policy Analysis and Implementation	3,4
PSC 451	Empirical Political Analysis	3,4
PSC 452	ECCE: Economic Analysis	3
PSC 487	Public Policy Closing Seminar / Capstone	2
or PSC 488	Honors Public Policy Closing Seminar / Capstone	
<b>Public Policy Track Electives (choose three)</b>	<b>9</b>	
PSC 444	Gender, Politics, and Public Policy	
PSC 462	International Law and Organizations	
PSC 463	International Political Economy	
PSC 464	ECCE: Latin American Politics	
PSC 470	Terrorism and Public Policy	
PSC 474	American Foreign Policy	
PSC 476	International Politics of the Middle East	



## Undergraduate Education

- Capital Scholars Program (p. 127)
- Engaged Learning (p. 128)
- General Education and ECCE Requirements (p. 130)
- Illinois Articulation Initiative (p. 131)
- Test-Based Credit, Dual Enrollment, and Military Credit Information (p. 131)
- University Courses (p. 133)

## Capital Scholars Honors Program

### Contact Information

**Website:** [www.uis.edu/caphonors/](http://www.uis.edu/caphonors/)

**Email:** [capitalscholars@uis.edu](mailto:capitalscholars@uis.edu)

**Office Phone:** (217) 206-7246

**Office Location:** LRH 101

### A Unique UIS Baccalaureate Experience

The Capital Scholars Honors Program (CSHP) is a four-year baccalaureate experience open to a small number of highly qualified college students. The CSHP curriculum includes an integrated core of honors-level lower- and upper-division courses, UIS general education requirements, and any of the undergraduate majors offered by UIS. Academically well-prepared and motivated students in the program have a unique opportunity to develop creative thinking, problem-solving, global awareness, and leadership skills through a high-quality educational experience grounded in the liberal arts. Focusing on the student's total growth in the personal, academic, social, and civic arenas, the CSHP features interdisciplinary and collaborative learning and is designed to develop student talents through small classes that encourage lively exchange between students and professors. Students learn actively, applying their skills to real community concerns. Critical-thinking and research skills are emphasized throughout the program.

At the heart of the Capital Scholars Honors Program is an understanding that the problems facing today's world are complex, and often cannot be adequately understood or resolved from narrow disciplinary perspectives. Instead, a broad perspective and the application and integration of knowledge from multiple disciplines are needed. For that reason, the program focuses on teaching and learning of interdisciplinary research and writing strategies. Development of leadership skills, collaborative learning, global awareness, and cultural competency are also major emphases in the CSHP. Skills learned in UIS Honors courses can be applied via numerous internship opportunities in community agencies and organizations.

Lincoln Residence Hall is the focal point for a living-learning community during the first year, where students, faculty, and community members come together for enrichment activities. Founders Residence Hall contains the Honors living-learning community during the second year and continues with the student developmental process. Students have opportunities for travel to

cultural and educational events in St. Louis and throughout central Illinois. A wide range of campus social events and entertainment enliven the hours students spend away from their studies.

### Admission

Admission is selective, but open to students who demonstrate high academic achievement and a potential for creativity and leadership. Students admitted to the Capital Scholars Honors Program are expected to have English proficiency, excellent written and oral communication skills, and a desire for a challenging intellectual experience in their college education. To be considered for admission as a Capital Scholars Honors student, applicants must meet the minimum academic course work requirements for general admission. Additional course work is recommended in the following areas:

- Mathematics including introductory through advanced algebra, geometry, and trigonometry (four years recommended)
- Laboratory science (four years recommended)
- Foreign language (two years recommended)

Students with these qualifications are selected based on an overall evaluation of the following: grade point average, class rank, personal/academic statement, creative/leadership potential, and any submitted letters of recommendations. ACT and/or SAT scores may be submitted but there is no penalty for non-submission. An unweighted high school cumulative GPA of 3.25 or higher, plus expressing an interest in CAP Honors by checking the appropriate box on the student's admission application (the Common App of the UIS Institutional Application) will facilitate a review by CAP Honors. Once the student is admitted to UIS, their Honors consideration can begin. Unweighted GPAs down to a 3.0-level may be considered if the student holds exceptional promise. Students should contact the CAP Honors Program directly for an initial conversation. A personal or telephone interview with a CAP Honors staff member may also be a component of the overall selection process.

ACT/SAT scores are waived for international students who meet other specific criteria related to language proficiency.

Honors, Advanced Placement (AP), and/or International Baccalaureate (IB) course work make a stronger application.

### Requirements

To graduate from the Capital Scholars Honors Program at UIS, students must complete 120 hours of course work, which includes the CSHP Integrated Core curriculum; Honors Global Awareness requirement; UIS ECCE and general education requirements; a major; and electives or a minor.

The student's final, overall, UIS cumulative GPA at the time of graduation must be a minimum of 3.0 to be eligible to graduate with the CAP Honors designation.

#### CSHP Integrated Core Curriculum

CAP 102	Introduction to Honors	2
CAP 111	Honors Composition	3
CAP 115	Interdisciplinary Writing	3
CAP 141 & CAP 142	Biology and Chemistry of the Environment I and Biology and Chemistry of the Environment II	8

The "Question" Courses (Interdisciplinary humanities and social sciences)	12
CAP 122 Who Am I? Exploring Identity and Community	
CAP 123 How Do You Know? Exploring Human Knowledge	
CAP 225 What Is Good? Exploring Values and Tradeoffs	
CAP 226 What Is Power? Exploring Control, Cooperation, and Self-Determination	
CAP 402 Senior Seminar	1
<b>Honors Global Awareness Requirement</b>	<b>14-16</b>

The Honors Global Awareness Requirement is met through various courses, such as Modern Languages, Study Abroad, and ECCE Global Awareness courses. One of the CAP Global Awareness courses must be taken to meet three hours of the Honors Global Awareness Requirement. Students may take multiple CAP Global Awareness courses, but may not repeat the same course for additional credit. Course work for the Honors Global Awareness Requirement is determined in consultation with the CSHP advisor and must be approved by the CSHP Director. Electives are determined in consultation with the CSHP advisor, approved by the Director, and submitted by student petition to the Office of Records and Registration.

Examples of CAP global awareness courses from which students should select to fulfill at least three hours of Honors Global Awareness Requirement include the following:

CAP 253	ECCE: For Better and For Worse	
CAP 257	ECCE: Arts and Identity in Pacific Island Cultures	
CAP 352	ECCE: Colonial and Post Colonial Identity in South Asia	
CAP 355	ECCE: The Pacific War: World War II in East Asia	
CAP 356	ECCE: Nationalism and Identity in Vietnam	
Other CSHP advisor-approved electives		11-13

### General Education Requirements in CSHP Integrated Core Curriculum

Oral Communication	3
Mathematics	3-4
Social Science	3
Visual/Creative/Performing Arts	3
<b>Total Hours</b>	<b>55-58</b>

<sup>1</sup> CAP 141 & CAP 142 are waived for science majors who take and pass other science courses (such as BIO 141 and CHE 141).

## Engaged Learning

### Contact Information

**Website:** [www.uis.edu/oel/](http://www.uis.edu/oel/)  
**Email:** [oel@uis.edu](mailto:oel@uis.edu)  
**Phone:** (217) 206-6640  
**Location:** BRK 482

The Office of Engaged Learning (OEL) provides inclusive and relevant high impact and engaged learning experiences aligned with UIS students' diverse interests and needs. Engaged learning experiences are contextually designed to develop a student's knowledge, skills, abilities, and relevant experiences as they relate to

professional, cultural, social, and civic education and career objectives. Additionally, OEL staff explores and develops partnerships with campus and external stakeholders by consulting with and supporting those interested in creating and facilitating 21<sup>st</sup> Century U.S. and international educational engagement initiatives.

## OEL Programs and Courses

### Internships and Prior Learning Program

IPL 300	ECCE: Internship Applied Learning	2-12
IPL 301	ECCE: Project Applied Learning	2-12
IPL 305	ECCE: Undergraduate Prior Learning Portfolio Development	3-6
	or IPL 501 Graduate Prior Learning Portfolio Development	
IPL 499	Tutorial	1-12

### Service Learning

IPL 202	ECCE: Service-Learning Immersion	3
IPL 362	ECCE: Social Change and Leadership	3

### Study Away Program

UNI 262	ECCE: Global Experience Program: Immigration and Human Trafficking	3
UNI 460	ECCE: Global Experience Seminar	1-12
UNI 470	ECCE: Global Experience Exchange	4-18
UNI 480	ECCE: Global Experience Program	4-18

## Internships and Prior Learning Program

### Contact Information

**Website:** [www.uis.edu/ipl/](http://www.uis.edu/ipl/)  
**Email:** [ipl@uis.edu](mailto:ipl@uis.edu)  
**Phone:** (217)206-6640  
**Location:** BRK 482

The Internships and Prior Learning Program (IPL) stresses practical experience, professional development, and the value of self-directed learning. IPL encompasses four academic areas of study related to engaged learning which include: Internships (national and international), Projects (professional and research), Service-Learning, and Prior Learning Assessment. All IPL courses with the exception of Service-Learning courses require application submission and approval prior to registration.

Internships incorporate engaged learning experiences by enabling students to apply theory, expand knowledge, determine additional learning needs, explore careers, gain real-world experience, and develop insight relative to public, social, and cultural issues. Internships emphasize self-directed learning in an academically sponsored experience and facilitates extremely useful opportunities for students to explore, identify and develop:

- Career interest areas
- Learning needs (i.e. Do I want to go to grad school?)
- Employability skills and experience that can be added to a resume
- Networking opportunities with professionals in the field
- Increased awareness of community, diversity, and public affairs.

Internships can be developed throughout the U.S. and internationally and can be affiliated with a number of career areas such as business, management, and administration; government and public

administration; education and training; health science; human services; and information technology, to name a few.

The IPL internships fulfill portions of the Engaged Citizenship Common Experience (ECCE) requirement. To earn credit, students must be a degree-seeking undergraduate student enrolled IPL 300 while completing the internship.

## Projects

Projects are a form of engaged learning experience and provide similar objectives and benefits as internships. Projects incorporate developing an end product that demonstrates work and reflection of learnings obtained throughout the semester. Project work requires independent motivation, excellent organizational skills and attention to self-imposed deadlines. The Project should relate to one's academic major and requires approval by both the student's department and an IPL Coordinator. Examples of a Project include:

- Research project with a faculty member at UIS or another institution
- Writing project (fiction or nonfiction)
- Entrepreneurial endeavor such as starting a business
- Audit of a nonprofit organization's computer system
- Creation of new software or a new app
- Study Away experience (in accordance with guidelines)

To earn credit, students must be a degree-seeking undergraduate student enrolled in IPL 301. The IPL Project fulfills portions of the Engaged Citizenship Common Experience (ECCE).

## Service-Learning

Service-Learning courses explore the connections of academic theory and the practical needs of the community while expanding overall knowledge of community-based problems. Students are required to perform volunteer service hours to further enhance the process of self-reflection, self-discovery, and learning new skills and knowledge. Not only do service-learning courses enrich a student's learning experience, but the course fulfills portions of the Engaged Citizenship Common Experience (ECCE).

## Prior Learning Assessment

Prior Learning Assessment allows qualified students to earn academic credit for college-level experiential and lifelong learning activities acquired outside of the traditional classroom. This is particularly valuable to those with an extensive background affiliated with a profession, military experience, community service and volunteer work, relevant travel or hobbies, or independent research. Students are required to develop a portfolio(s) to demonstrate and describe concrete learning experiences that can be transferable and applied to situations outside of the setting in which it was learned. The portfolio allows students to:

- Reflect on relevant experiences
- Articulate how experiences were learned
- Discuss the meaning of the experiences on both personal and global levels
- Describe ways in which you have, or will, apply and/or use those learnings in the future.

Students eligible to enroll in IPL 305/501 must be admitted to UIS, chosen a major, completed 48 semester hours of credit, and met

with an advisor to determine if prior learning credit is an option and aligns with degree requirements. Portfolios are the only prior learning assessment method eligible for the Engaged Citizenship Common Experience (ECCE) credit. Credit hours earned will be posted at the end of the applicable semester to official UIS academic transcripts with the designation of CPL (Credit for Prior Learning).

Contact Admissions for detailed information about the additional options listed below for assessing experiential learning:

- College Level Examination Program (CLEP); standardized general and subject matter exams
- Defense Activity for Non-Traditional Education Support (DANTES); series of exams used by military personnel
- American Council on Education (ACE); evaluates courses offered by large corporations, government agencies, and the military

## Study Away

### Contact Information

**Website:** [www.uis.edu/study-away](http://www.uis.edu/study-away)

**Email:** [sap@uis.edu](mailto:sap@uis.edu)

**Phone:** (217) 206-8319

**Location:** BRK 483

The Study Away Program (SAP) supports engaged learning experiences for UIS students to participate across the United States and around the world. SAP primary service areas include: study away programs; international faculty and staff application assistance for visas and permanent residency; and consultation and support for faculty, departments and colleges interested in exploring and developing USA and international initiatives.

SAP offers a variety of study away student opportunities with some hosted by UIS and others by university partners and university networks. Program models include:

- Short-Term UIS Faculty-led Program (semester break, spring break, or summer)
- International Student Exchange Program (ISEP) & Partner Direct Enroll Programs & SAP; summer and semester; ISEP, Partner Institution & SAP
- UIS Partner Programs; 1-2 semesters; partner institution & SAP
- UIS Non-Affiliate Independent Programs; varies – short-term, semester; university network
- National Student Exchange Program (NSE); semester, university network

Study Away engaged learning experiences can facilitate developing real-world competitive advantages over those who do not study away, such as those below:

- Increase fluency in another language
- Acquire a broader cultural perspective
- Obtain a better understanding of the thoughts and opinions of others
- Enhance ability to achieve goals independently
- Develop unique employability skills that set students apart and can be incorporated to enhance resumes

All Study Away courses require instructor approval prior to registration. Students completing courses offered under the auspices of SAP



receive ECCE Engagement Experience credit and may request ECCE Global Awareness credit by submitting a Student Petition for UNI 460, UNI 470 and UNI 480.

Beyond offering student programs, SAP is also involved with U.S. and international online education, collaborates with universities globally by creating university affiliation agreements, supports visiting and permanent international faculty and staff in applying for visas and permanent residency, and oversees compliance with the U of I Board of Trustees International Travel Safety Policy which promotes the safety and security of those traveling outside the United State for system-related and approved activities.

## General Education and ECCE Requirements

### Lower Division General Education

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

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

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

- *Freshman Seminar* - 1 course, 3 hours (students who transfer to UIS with 30+ hours are not responsible for this category). This is a course in college survival skills which may be taught in any discipline, and will be counted as fulfilling a general education humanities, social science, or science requirement.
- *Written Communication* - 2 courses, 3 hours each; courses must be passed with a grade of C or better (grades of C- or lower will not be accepted).
- *Oral Communication* - 1 course, 3 hours.
- *Math* - 1 course, 3 hours. Choose a mathematics course appropriate to your major. Check with your advisor to ensure you choose an appropriate course.
- *Life and Physical Science* - 2 courses, 3 or 4 hours each, one in physical science and one in life science (one course must include a laboratory).
- *Comparative Societies* - 1 course, 3 hours; course may satisfy either humanities or social science category (students who transfer to UIS with 30+ hours are not responsible for this category).

- *Humanities* - 3 courses, 3 hours each; one course should be from the visual, creative, or performing arts and at least one from other humanities.
- *Behavioral and Social Sciences* - 3 courses, 3 hours each; courses must be taken in at least two disciplines.

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

1. Complete the requirements of the Illinois Articulation Initiative Core Curriculum.
2. Graduates of Illinois community colleges holding an Associate of Arts, an Associate of Arts and Science, or an Associate of Arts in Teaching degree are considered to have met all UIS general education requirements. Students having earned an Associate of Science degree are not considered to have automatically met all UIS general education requirements; however, students who believe they have met the requirements (e.g., through the Illinois Articulation Core Curriculum) may request an academic review by submitting a Student Petition.
3. Complete the requirements of the UIS General Education Curriculum. If a student satisfactorily completes the objectives of a General Education area but earns fewer hours than required in a particular category, the remaining hours for that area can be waived so long as the total transfer hours earned in a particular category are within one semester hour of the required total. However, students must complete the minimum of 12 courses and 37 semester hours. Up to one fractional semester hour can also be waived, but the minimum requirements will still be enforced.

Transfer students in some degree programs may use a limited number (no more than 12 hours) of 300- level courses to meet general education requirements. Students should consult with their academic advisor for additional information. The 300-level courses used to meet general education requirements must be approved by the Office of Undergraduate Education. The current list of approved courses is available on the General Education website.

### Engaged Citizenship Common Experience (ECCE)

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

The Engaged Citizenship Common Experience (ECCE) includes 200, 300, and 400-level courses. All undergraduates at UIS will be required to take the following ECCE course work: 1 hour of Speaker Series and two of the following three ECCE categories for at least nine credit hours: US Communities, Global Awareness, and Engagement Experience. Some degree programs may require students to take particular ECCE courses. Students should consult with advisors in the major for further guidance.



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

Students must complete a minimum of three hours in two of the following three categories:

## U.S. Communities

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

## Global Awareness

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

## Engagement Experience

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

Students who desire or are required to complete an internship or project may do so through the Engagement Experience.

## ECCE Speaker Series

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

## Assessment of General Education and ECCE

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

## Illinois Articulation Initiative

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

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

Education Core Curriculum satisfies lower-division general education requirements for a bachelor's degree at UIS.

UIS also participates in certain IAI Baccalaureate Majors Recommendations, which means that students may be able to transfer courses in the major between participating institutions without loss of credit. The University will determine for each Illinois Articulation Initiative major course whether credit will be granted for electives, general education requirements, or major requirements. Please review the Admissions transfer website for specific information regarding course articulations (including how IAI major courses and credits are accepted). It is the student's responsibility to have official transcripts sent to the Office of Admissions from all previous institutions attended. If elective credit is granted, a student may submit a Student Petition asking for credit to be applied to a specific major course or degree requirement.

To improve articulation and reduce excess academic credit hours, the University of Illinois Springfield makes a reasonable attempt to conduct a meeting with degree-seeking students who have earned 30 or more academic credit hours and have not yet declared a program of study. The Office of Advising Services reaches out to these students each semester to inform the students of the prerequisite requirements for all programs of interest. Undecided students who wish to seek advising and information regarding programs of interest should contact the Office of Advising Services for assistance.

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

Students may fulfill general education requirements or major prerequisites by earning credit via the College-Level Examination Program (CLEP), Advanced Placement (AP) tests, the International Baccalaureate Program (IB), dual enrollment, and other approved substitutes, provided the credit meets UIS criteria for college-level work. For more information on using test-based credit and/or dual enrollment, students should contact their academic advisor.

### CLEP Credit

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

CLEP EXAM	UIS Course	Minimum CLEP Score Required	Credit Hours
<b>Composition</b>			
College Composition	ENG 102; exemption from requirement of ENG 101 <sup>1</sup>	60	3
<b>Literature</b>			

CLEP EXAM	UIS Course	Minimum CLEP Score Required	Credit Hours
American Literature	ENG 246	50	3
Analyzing and Interpreting Literature	ENG 137	50	3
English Literature	ENG 242	50	3
<b>Business</b>			
Financial Accounting	ACC 211	50	3
Principles of Macroeconomics	ECO 202	50	3
Principles of Microeconomics	ECO 201	50	3
<b>History and Social Sciences</b>			
American Government	PSC 201 and LES 201	50	3
Introductory Psychology	PSY 201	50	3
Introductory Sociology	SOA 101	50	3
U.S. History I: Early Colonization to 1877	HIS 204	50	3
U.S. History II: 1865 to Present	HIS 205	50	3
Western Civilization I: Ancient Near East to 1648	HIS 202	50	3
Western Civilization II: 1648 to Present	HIS 202	50	3
<b>Science and Mathematics</b>			
Biology	BIO 141 & BIO 142	60	8
Chemistry	Contact Chemistry Department Chair	Contact Chemistry Department Chair	Contact Chemistry Department Chair
Calculus	MAT 115	50	4
College Algebra	MAT 102	50	4
College Mathematics	MAT 111	50	4
<b>General Subject Area Tests</b>			
Humanities	Humanities general education credit	50	3
Natural Sciences	Natural sciences general education credit	50	3

CLEP EXAM	UIS Course	Minimum CLEP Score Required	Credit Hours
Social Sciences and History	Social Science general education credit	50	3

<sup>1</sup> Students must submit a completed a Student Petition to receive an exemption for ENG 101.

## AP Credit

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

**Three hours of departmental or general elective credit is awarded for AP exam scores of 3 or higher, which can be used to satisfy university degree requirements. Specific course credit is awarded for scores as noted below. It is the student’s responsibility to have official test results sent from the College Board to the Office of Admissions before credit can be awarded.**

AP EXAM	UIS Course	Minimum AP Score Required	Credit Hours
<b>English</b>			
English Language and Composition	ENG 101	4	3
English Literature and Composition	ENG 102	4	3
<b>Business</b>			
Microeconomics	ECO 201	4	3
Macroeconomics	ECO 202	4	3
<b>History and Social Sciences</b>			
European History	HIS 202	4	3
U.S. History	HIS 204 or HIS 205	3	3
World History	HIS 201	3	3
Computer Science A	CSC 225	4	3
Comparative Government & Politics	PSC 171	4	3
U.S. Government & Politics	LES 201 or PSC 201	4	3
Psychology	PSY 201	4	3
<b>Fine Arts</b>			
2 - Design Portfolio	ART 102	3	3
3 - Design Portfolio	ART 112	3	3
Drawing Portfolio	ART 113	3	3

AP EXAM	UIS Course	Minimum AP Score Required	Credit Hours
<b>Science and Mathematics</b>			
Biology	BIO 141	3	4
Chemistry	CHE 141	4	4
Environmental Science	ENS 251	4	4
Calculus AB	MAT 115	4	4
Calculus BC	MAT 115 and MAT 116	4	8
Physics 1	ASP 201	4	4
Physics 2	ASP 202	4	4
Physics C Electricity & Magnetism	ASP 202	4	4
Physics C Mechanics	ASP 201	4	4
Statistics	MAT 121	3	3
<b>World Languages &amp; Cultures</b>			
Spanish Language and Culture	LNG 121	3	4
Spanish Language and Culture	LNG 121 and LNG 122	4	8

## International Baccalaureate Credit

The International Baccalaureate (IB) Organization offers diploma and certificate programs. Through the high school, students complete college-level course work (for further information on the IB Program, visit the IB website at [www.ibo.org/](http://www.ibo.org/)). Subject scores of 4 or higher for International Baccalaureate subjects shall be accepted for credit to satisfy degree requirements. The University will determine for each International Baccalaureate subject whether credit will be granted for electives, general education requirements, or major requirements. Please visit the Undergraduate Education website for a current listing of IB exams and the credits awarded for each. It is the student's responsibility to have official IB transcripts sent to the Office of Admissions and, once transcripts are received, to submit a Student Petition asking for credit to be awarded.

## State Seal of Biliteracy Program

The State Seal of Biliteracy Program was established to recognize public high school graduates who have attained a high level of proficiency in one or more languages in addition to English. The State Seal of Biliteracy certifies the attainment of proficiency sufficient for meaningful use in college and a career. UIS translates the State Seal of Biliteracy into foreign language course credit based on course equivalencies identified by UIS faculty and staff. It is the student's responsibility to request course credit based upon an earned State Seal of Biliteracy. Such requests must be received within three academic years after graduating high school.

## Military Credit

Military credit is evaluated on a case-by-case basis. It is the student's responsibility to have all necessary military documentation sent to the Office of Admissions before credit can be issued.

## University Courses

### Contact Information

**Email:** [uisundedu@uis.edu](mailto:uisundedu@uis.edu)

**Office Phone:** (217) 206-6003

**Office Location:** PAC 506

In addition to regular disciplinary courses, UIS offers a variety of university (UNI) courses. UNI courses provide specialized knowledge and skills in academic areas that augment the established components of the UIS curriculum, e.g., UNI 301 ECCE: Speakers Series.

# Graduate Students

## Graduate Programs

For a complete list of all graduate majors, please see the Degrees Offered page in this catalog.

## Academic Opportunities

Graduate (Post-Baccalaureate) Certificates, Professional Development Sequences, and Post-Master's Certificates represent courses of study that constitute less than a full graduate degree and provide specialized knowledge and skills for the professional. Admission decisions and advising are provided by the departments that supervise these options. Course prerequisites may be waived if the student can present evidence of advanced career experience. Proficiency examination, transfer, and Prior Learning Assessment may not be used because of the limited number of courses required and the need for course content to logically integrate. Grade requirements that must be met for the graduate certificate to be awarded are specified by each department and are detailed in the information listed.

## Joint Graduate Degree Policy

A joint degree allows students to pursue two graduate degrees simultaneously while allowing some shared course hours to be applied to both degrees. As a result, students may earn two degrees in fewer hours than if they pursued the degrees separately. The degree programs should be complementary and the joint degree is expected to reflect the intellectual intersectionality between them. Otherwise, reducing the number of hours required for the two degrees could diminish the quality of each.

Students wishing to pursue a joint graduate degree must be separately admitted to each program. Students must meet all prerequisite requirements of each program and notify each program in writing of the desire to pursue the joint degree prior to beginning any closure processes. Students must successfully complete the courses designated in the joint degree articulation agreement and successfully complete the closure requirements of each degree program or the joint closure requirement defined by the programs. Students successfully completing a joint degree program will receive two separate diplomas, one for each degree.

## Academic Information for Master's Degree Students

### Goals for Graduate Study at UIS

A graduate student should develop intellectual autonomy within a chosen field and demonstrate the ability to analyze, synthesize, and evaluate relevant knowledge. The graduate student, furthermore, assumes some responsibility for increasing and/or applying knowledge within the chosen field.

Graduate education assumes the acquisition of specific content knowledge, and encompasses comprehension of the intellectual history, methods of inquiry, and standards of judgment used in a given field.

Students should also understand the ethical standards of research in a discipline or a profession.

A student receiving a master's degree will demonstrate the ability to:

- Analyze ideas in a logical manner by breaking down material into constituent parts, organizing ideas and relationships among ideas, expressing these relationships, recognizing unstated assumptions, distinguishing facts from hypotheses, and distinguishing statements of cause from statements of effect
- Synthesize diverse ideas to form an integrated whole relevant to a field of study by arranging and combining elements and parts into patterns or structures. The parts to be integrated may, to the extent necessary, come from a variety of disciplines
- Make judgments about the value of relevant material, including the appropriateness and adequacy of any qualitative and quantitative methods used in its compilation, by employing a standard of internal and/or external appraisal. In evaluating evidence or arguments, a student will use an integration of theories, works of recognized excellence, and facts and generalizations germane to a field
- The student will be able to develop a proposal or plan of work that includes ways of testing hypotheses, analyzing the factors involved, modifying the hypotheses based on new factors or considerations, and then making generalizations based on findings. The student will then have the ability to communicate both this process and subsequent findings to others
- Please consult academic departments for specific learning objectives for graduate degree programs

## Admission to Graduate Study

Students who have earned a bachelor's degree from a regionally accredited college or university are eligible to apply for admission to master's level study at UIS. Full admission to master's studies may be granted to those who earned a baccalaureate degree with a cumulative undergraduate grade point average of at least 2.50 on a 4.0 scale. Applicants must also have met all entrance requirements specific to the chosen UIS program; some programs require higher cumulative grade point averages and/or prerequisites. Refer to the individual programs for information on specific requirements. (For a complete list of all graduate programs, please see the Degrees Offered page in this catalog.)

UIS recognizes Bologna-compliant degrees of at least three years duration. These degrees must be completed at an overall performance level equivalent to a minimum grade point average of 3.00 on a 4.00 scale. Degrees must be documented by a certified Diploma Supplement, as meeting the minimum degree requirement for general admission to graduate study at UIS.

Conditional admission may be granted to students with lower cumulative GPAs. Conditionally admitted students must complete a certain number of semester hours at UIS (exclusive of prerequisites) with a grade point average of no less than 3.0. The program will specify which courses must be completed to satisfy the conditions of admission.

All college/university transcripts, including verification of the bachelor's degree and transcripts of all graduate work taken beyond the bachelor's degree, must be submitted to the UIS Office of Admissions.



To receive maximum consideration for graduate admission, applicants should apply at least three months prior to the desired term start. Please note: Some academic programs have earlier deadlines.

Application forms can be submitted online.

To request a paper application, you may write to:

UIS Office of Admissions  
University of Illinois Springfield  
One University Plaza, MS UHB 1080  
Springfield, IL 62703-5407

## Admission to a Specific Master's Program

Admission to graduate study is granted by the academic program, not by the UIS Office of Admissions. Each program has established admission requirements that comply with campus policy; these requirements may exceed the general minimum requirements for admission to the campus. Some graduate programs require scores from the Graduate Record Exam (GRE) or the Graduate Management Admission Test (GMAT). Applications are processed by both the degree program and the UIS Office of Admissions – they are submitted to the UIS Office of Admissions, and then forwarded to the student's selected graduate degree program for processing.

## Admission for International Students Seeking Master's Degrees

To be admitted to a UIS graduate program, international applicants must have completed the equivalent of a U.S. bachelor's degree; bachelor's degrees earned abroad may or may not meet this requirement. Full admission to graduate study requires a minimum cumulative undergraduate grade point average (GPA) equivalent to a U.S. GPA of 2.50 on a 4.0 scale. Applicants must also have met all entrance requirements specified by their chosen UIS degree program. An I-20 AB or DS 2019 (formerly called IAP 66) certificate of eligibility cannot be issued until the student has been accepted by a degree program and all required documents have been received.

International students seeking admission to the University of Illinois Springfield are encouraged to apply as early as possible. In order to be considered for a Graduate Assistantship or a Graduate Public Service Internship, students must be admitted to a UIS graduate program and issued an I-20.

## Non-Degree Admission

Students who hold a bachelor's degree may enroll for courses at UIS as a non-degree seeking graduate student. These students will be asked to define their educational goals before exceeding 12 semester hours. Non-degree students are subject to the same academic probation and suspension policies as degree-seeking students.

Non-degree students who choose to become degree candidates must complete regular admissions procedures, including acceptance into the chosen degree program. When formal admission is granted, the course work completed as a non-degree seeking student is evaluated by the intended academic program and may or may not apply toward that program's graduation requirements. UIS accepts a maximum of

12 semester hours of such credit toward a graduate degree. A non-degree declaration form must be on file for continued enrollment as a non-degree student beyond 12 hours. Non-degree students typically are not eligible for financial assistance.

## General Requirements for a Graduate Certificate

To earn a graduate (post-baccalaureate or post-master's) certificate from the University of Illinois Springfield, students must:

- Earn the amount of graduate credit required by the chosen academic program, all must be earned at UIS.
- Complete course work with a UIS institutional grade point average in certificate courses of at least 3.0.
- Complete a graduation application and pay the mandatory, non-refundable graduation application fee.

## General Requirements for a Master's Degree

To earn a master's degree from the University of Illinois Springfield, students must:

- Earn the amount of graduate credit required by the chosen academic program, all but 12 semester hours must be earned at UIS.
- Complete course work with a UIS institutional grade point average of at least 3.0 as well as a cumulative grade point average (including both institutional and transfer credit) of at least 3.0.
- Complete the program closure requirements.
- Complete a graduation application and pay the mandatory, non-refundable graduation application fee.

## Grades Acceptable Toward Graduate Certificates

*Grades Acceptable Toward Graduate (Post-Baccalaureate and Post-Master's) Certificates*

The minimum acceptable grade for each course is a C provided students have earned a minimum of a 3.0 GPA at the time of certificate completion. Individual academic programs may require higher minimum grades, so graduate students should check with their academic advisor and/or department regarding individual program requirements to determine if more stringent grading rules apply.

## Grades Acceptable Toward Master's Degrees

Campus policy allows master's degree students to apply a maximum of eight hours of C grade (grades of C- or lower are not allowed) toward a degree, provided they have earned a minimum of a 3.0 GPA at the time of graduation. To approve the use of C graded courses, students must complete a Student Petition and have it signed by the

student's advisor and department chair indicating the course(s) to be used. Individual academic programs may require a higher minimum grade for graduate credit, so graduate students should check with their academic advisor and/or department regarding individual program requirements to determine if a grade of C is acceptable. Credit for courses in which grades below C (including grades of C-) are earned will not count toward master's degree requirements.

## Closure Exercises and Continuing Enrollment Requirement

Master's degree candidates are required to complete a closure exercise demonstrating mastery of some area within their major field of study. The exact nature and format of these exercises – including theses, projects, and capstone courses – are determined by individual programs, but all of them must have an identifiable academic focus and must include a written component.

UIS has a continuous enrollment policy which states that once the student begins a closure exercise, the student must continue to enroll in the closure exercise each fall and spring semester until the exercise is complete, including semesters in which the student “stops out” of other courses. Enrollment in the summer semester is not required unless mandated by the student's academic program. If the student does not finish the closure exercise during the number of hours set forth by the student's program, the student will be required to enroll in the program's continuous enrollment course in all subsequent semesters (excluding summer) until the exercise is complete. If a leave of absence is granted for a current or future semester, the student will be exempt from this requirement for that semester. Failure to obtain a leave of absence will, in most cases, require retroactive registration in the closure exercise (or continuous enrollment course) for each semester in which the student was out of compliance.

Some programs have specific requirements concerning how the student should register and complete the closure exercise. The student's program should be consulted to discuss specific program closure requirements.

## Time Limitation

All graduate credit earned at UIS to be applied toward the completion of a master's degree must be taken within six consecutive years of the first graduate course taken at UIS in pursuit of that degree. This does not include transfer credit earned before the first term of graduate enrollment, credit granted for prior learning, and prerequisites; however, it does include closure requirements. Exceptions may be granted by degree programs on a case-by-case basis, and programs may also grant leaves of absence.

## Transfer Credit at the Master's Level

### Residency Requirement

UIS may accept up to 12 semester hours of graduate-level work completed at other accredited institutions. However, only hours earned with a grade of B or better and accepted by the program will also be accepted by UIS (grades of B- or lower will not be accepted).

Requests to transfer credit for courses bearing a grade such as P (pass) or CR (credit) must be supported by certification from the institution or instructor that the work was of at least B quality.

### Time Limit on Transfer Credit

All transfer credit to be applied to a master's degree must have been earned within five years of the first graduate course taken at UIS in pursuit of that degree. Exceptions may be granted by programs on a case-by-case basis.

## Academic Information for Doctoral Students

UIS offers one doctoral degree in Public Administration. The mission of the Doctor of Public Administration program is to advance the education of experienced practitioners interested in improving their understanding of public management and public policy. These individuals can make a significant contribution, bridging the worlds of practice and scholarship, by developing a capacity to bring experience from the practitioner community to the scholarly community and translating the contributions of the scholarly community into the world of practitioners.

## Admissions Requirements

Admission to the DPA program is highly selective. The program looks to fill new cohorts of approximately 15 students to begin in the fall of every odd year (2019, 2021, etc.). Students who wish to be admitted early and begin their elective course work prior to the fall of an odd year should contact the Director of the DPA program at [dpa@uis.edu](mailto:dpa@uis.edu). To be eligible for serious consideration, applicants should provide evidence of:

1. A completed master's degree
2. A minimum cumulative GPA of 3.25 for all graduate work

## Application Process

Prospective students must submit an application for admission to the UIS Office of Admissions for entrance to graduate studies to be eligible for consideration for the DPA Program. All transcripts should also be sent to the Office of Admissions. In addition, prospective students must submit a portfolio of supporting materials along with their application, including:

1. An educational and professional goals statement of at least 600 words written by the applicant that includes possible research interests and curricular interests in the DPA fields of specialization
2. Three letters of recommendation
3. At least one sample of professional writing (policy brief, white paper, strategic plan, etc.) that was written solely by the applicant
4. Resume or vita with evidence of significant professional achievement or promise of achievement in a public affairs field

Applicants are encouraged, but not required, to submit GRE scores as part of their portfolios. GRE scores may provide useful information about an applicant's readiness for program course work.

Applicants may be asked to participate in an interview with the DPA Program Committee.

## Doctoral Closure Guidelines

### Closure Exercise: Dissertation Guidelines

A doctoral degree will be awarded to students who have satisfactorily completed all dissertation closure requirements, as prescribed by the student's academic program.

Entry into closure will occur after the student has passed qualifying exams, completed all course work, and complied with any other programmatic requirements, thereby permitting the student to enter the proposal and dissertation phases of study. Students must be continuously enrolled from this point forward. Generally, this is accomplished by enrolling in dissertation hours. If a student is unable to maintain continuous enrollment, he or she may apply for a leave of absence. If a leave of absence is granted for a particular semester, the student will be exempt from this requirement for that semester. Failure to obtain a leave of absence will, in most cases, require retroactive registration in at least one dissertation credit hour for each semester in which the student was out of compliance.

The dissertation closure exercise shall carry a minimum of 12 credit hours. If the student does not finish the dissertation closure exercise during the 12 credit hours, the student will be required to enroll in the program's continuous enrollment course in all subsequent semesters (excluding summer) until the exercise is complete.

### Formatting and Style

Approval by the dissertation closure committee shall indicate the passing of the dissertation closure exercise. The committee determination on substantive quality and acceptability of the dissertation is final. The student may appeal a negative committee decision based only on procedural issues. The appeal is made to the Dean of the College in which the student's program is housed.

The dissertation closure exercise must include a written component prepared in accordance with the effective formatting and style guidelines of the Office of Graduate Education. Formatting and style guidelines are developed by the Associate Vice Chancellor for Graduate Education in consultation with the UIS Graduate Council and the Dean of the Library, or their designees. Upon final approval, a hard copy of the dissertation shall be housed in University Archives. An electronic copy may be submitted and made available through an approved online repository in accordance with UIS procedures and exceptions for restricting availability to external parties.

## Grades Acceptable Toward the Doctoral Degree

The minimum acceptable grade for each course used toward the doctoral degree is a B (courses in which a grade of B- or lower is earned will not count toward the degree). Grades of B- or below, though not counting toward the DPA degree, must be balanced with higher course grades to maintain the required cumulative GPA. All students are required to maintain a B (3.0 on a 4.0 scale) or higher cumulative GPA. Students may submit a Student Petition to use up to 12 hours of transfer credit for post-master's graduate work deemed appropriate for the DPA.

## Time Limitation

All credit earned at UIS to be applied toward the completion of a doctoral degree must be taken within eight consecutive years of the first doctoral course taken at UIS in pursuit of that degree. This does not include prerequisites; however, it does include closure requirements. Exceptions may be granted by the degree program on a case-by-case basis, and the program may also grant leaves of absence.

## Transfer Credit

No more than 12 hours of approved credit may be transferred to UIS for doctoral credit. To be considered, all transfer credit must have been earned with a grade of B or better (grades of B- or lower will not be accepted), and must have been earned within five years of the first graduate course taken at UIS in pursuit of the doctorate. Requests to transfer credit for courses bearing a letter grade such as P (pass) or CR (credit) must be supported by certification from the institution or instructor that the work was of at least B quality.

## College of Business and Management

### Contact Information

**Website:** [www.uis.edu/cbm/](http://www.uis.edu/cbm/)  
**Email:** [cbm@uis.edu](mailto:cbm@uis.edu)  
**Office Phone:** (217) 206-6533  
**Office Location:** UHB 4000

Somnath Bhattacharya, Dean

### College Vision

The vision of the College of Business and Management is to be a preferred destination for transformative, innovative and experiential business education.

### College Mission

Our mission is to prepare students for successful business-related careers in organizations by fostering intellectual and personal growth, developing specific skill sets relevant to the global business community. We place emphasis on innovative programs, experiential and online learning, delivered with a focus on individual learning outcomes, applied research and active engagement with external stakeholders.

### College Values

Our values guide our actions, decisions, curriculum offerings, and conduct of all members of the College of Business and Management.

- *Student-focused:* We value excellence in teaching and learning and make an impact on students with attentive advising, innovative curriculum, and market orientation
- *Experientially engaged:* We value experiential learning through productive collaborations with the business community
- *Collaboratively inclined:* We strive to establish collaborative arrangements with industry, academic, and public institutions
- *Respectful in actions:* We are respectful by being aware of the impact of our actions and we recognize the value in the diversity of people and perspectives
- *Ethically oriented:* Our conduct reflects the highest ethical and professional standards and our curriculum emphasizes the importance of ethics and social responsibility in business

### Accreditation

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

## Accountancy

### Contact Information

**Website:** [www.uis.edu/aef](http://www.uis.edu/aef)  
**Email:** [aef@uis.edu](mailto:aef@uis.edu)  
**Phone:** (217) 206-6541  
**Office Location:** UHB 4054

- Master of Arts
- Graduate Certificate in Public Utility Management and Regulations

### Graduate Learning Objectives

After completing the Master's in Accountancy, graduates will:

1. Apply technical competencies regarding accounting decisions and practices
2. Use data analytics and problem-solving skills within the accounting functional areas
3. Communicate effectively in business and accounting writing and plan and deliver oral presentations
4. Evaluate ethical issues that confront business and accounting professionals
5. Demonstrate effective team work skills

### Continuing Professional Education

The UIS Department of Accountancy, Economics, and Finance is officially recognized by the state of Illinois as a sponsor of continuing professional education (CPE) courses for accountants. Information about specific courses and CPE credit can be obtained by contacting the Accountancy, Economics, and Finance Department.

### The Master's Degree

The master's degree provides advance course work in various accounting topics, research methods, and data analytics, as chosen by the student based on his or her objectives. The MA degree enables students to achieve professional careers in accounting, as well as to assume leadership roles in both the public and private sectors. It also serves students who wish to meet the 150-hour requirement to sit for the CPA examination.

Students interested in sitting for the Illinois CPA examination should be aware of the Illinois Board of Examiners' requirement of 24 hours of business courses and specific course requirements comprising the required 150 hours. Further information about the exam can be found at <http://www.ilboe.org/>.

### Advising

New students should contact the department for an advising session to plan a program of study that satisfies degree requirements and reflects their interests. Students should also access the Degree Audit System throughout their college career to verify that degree requirements are being met.

### Grading Policy

An overall GPA of 3.0 is required in degree-required courses to earn the master's degree in Accounting.



**NOTE:** Students also should refer to the campus policy on Grades Acceptable Toward Master's Degrees section of this catalog.

## Requirements

### Prerequisite Courses <sup>1</sup>

#### Foundational Prerequisite Courses

ACC 211 & ACC 212	Introduction to Financial Accounting and Introduction to Managerial Accounting	6
ECO 201 & ECO 202 or ECO 315	Introduction to Microeconomics and Introduction to Macroeconomics Economics for Administration	4-6
ECO 213	Statistics for Business and Economics	3

#### Upper Division Prerequisite Courses <sup>2</sup>

ACC 321 & ACC 322	Intermediate Financial Accounting I and Intermediate Financial Accounting II	6
ACC 464	Auditing Concepts and Responsibilities	3

**Total Hours** **22-24**

<sup>1</sup> These introductory courses or their equivalents are required prerequisites to gain full admission into the program,

<sup>2</sup> A grade of C (2.0) or better must be earned in each Upper Division accounting prerequisites course (grade of C- or lower will not be accepted) for full admission into the Master's degree program.

#### Core Courses

ACC 522	Seminar in Financial Accounting	3
ACC 523	Advanced Financial Accounting	3
ACC 524	Advanced Auditing	3
ACC 535	Advanced Accounting Information Systems	3
ACC 536	Data Analytics in Accounting	3
ACC 544	Advanced Corporation and Partnership Taxation	3
ACC 563	Commercial Law I	3
ACC 583	Accountancy Capstone	3

#### Graduate Electives Courses

Electives: Options include any 500-level ACC, BUS, HCI, HRM, or MIS courses. <sup>1</sup>

**Total Hours** **30**

<sup>1</sup> ACC 509 and ACC 505 are exclusively for the MSF and MBA programs are not accepted as meeting requirements toward the Accounting graduate degree. Students may also choose a 500-level PAD or HMS course pre-approved by the AEF department.

## Master's Closure

Students must satisfy all UIS requirements and complete ACC 583 Accounting Capstone. University policy requires students who do not complete ACC 583 in one semester to enroll in ACC 584 Accounting Capstone Continuing Enrollment (zero credit hours, one billable hour) each fall and spring semester until the capstone course requirements are met.

## Graduate Certificate

- Graduate Certificate in Public Utility Management and Regulations (p. 139)

## Online Degree

- Graduate Certificate in Public Utility Management and Regulations (p. 139)

## Graduate Certificate in Public Utility Management and Regulation

The purpose of the Graduate Certificate in Public Utility Management and Regulation is to provide both professionals and graduate students considering careers in regulation to have the tools to compete for potential jobs.

Upon successful completion of this certificate program, a student will:

1. Be knowledgeable in the history, evolution and the basic concepts central to the regulations of the utilities industry
2. Be knowledgeable in the regulatory issues confronting state regulatory agencies
3. Be knowledgeable in the design and decision-making aspects of rate cases and policy analysis of current regulatory issues
4. Be able to conduct basic research and be knowledgeable as to where to find qualified data/resources to interpret the impact of alternative policies on customers of utilities and the financial conditions of utilities

## Entrance and Course Requirements

Admission to the Masters of Accountancy Certificate in Public Utility Management and Regulation will be granted by the department faculty on the basis of an evaluation of an applicant's complete file. Admission is limited by enrollment capacity. Students who have already been admitted into the UIS graduate programs of Accounting, MBA, MIS and Public Administration will automatically be admitted in the certificate program. Professionals in the industry who hold a bachelor's degree in some field and need additional training in these topics so as to progress in their careers must provide the following:

1. A graduate non-degree seeking application (with the certificate designated)
2. Official undergraduate transcripts with degree documentation
3. A 3.0 cumulative undergraduate GPA of better, or substantial experience and responsibility in a field related to the area of study, as documented by a current resume

## Curricular Structure and Delivery

Candidates for the certificate will be expected to complete course requirements with cumulative GPA of 3.0 or better. The curriculum will include three (3) required courses that will provide in-depth skills in business functional areas relevant to public utility industry and the Capstone class which will address current topics and policy issues in the industry.

## Requirements

ACC 501	Advanced Utilities Regulation	3
ACC 502	Advanced Utilities Regulation II	3
ACC 503	Advanced Regulation - Financial Issues	3

ACC 504	Advanced Regulation - Capstone	3
<b>Total Hours</b>		<b>12</b>

## Business Administration - MBA

### Contact Information

**Website:** www.uis.edu/mmo/

**Email:** MBA@uis.edu

**Phone:** (217)206-6712

**Office Location:** UHB 4060

- Master of Business Administration
- Graduate Certificates: (2)

### Departmental goals and objectives

The Master of Business Administration (MBA) is a professional graduate degree for individuals who aspire to positions of significant managerial and leadership responsibilities in organizations. The goals of the degree are to:

1. Introduce students to contemporary managerial theory and practice
2. Strengthen analysis, problem solving, and leadership skills
3. Provide a basis for lifelong growth and development as professional managers

Consistent with the career aspirations of our students, the MBA curriculum focuses on four objectives. Students shall:

1. Understand key concepts and contemporary management theory and practice in the functional areas of business, including accounting, finance, information systems, marketing, operations management, organizational behavior, and research methods
2. Understand the importance and demonstrate the use of cross-functional approaches to solving organizational problems
3. Demonstrate disciplined managerial skills, including analysis, planning, and implementation, while considering the impacts of technology, globalization, emerging markets, and diversity in organizations
4. Build a foundation for constructive assessment and exercise of leadership, decision-making, team management, power, and communication skills

## The Master's Degree

### Advising

New students must contact the department office for initial advising to plan a program of study that reflects their interests and satisfies degree requirements. All students are strongly encouraged to consult an academic advisor before enrolling in course work for any academic term.

### Course Prerequisites

Students enrolled in courses for the Online Graduate Accelerated Programs (GAP) must be registered and pay all tuition, fees, and assessments by the program's deadline each semester.

## Grading Policy

To be eligible to graduate with a Master's in Business Administration degree, a cumulative GPA of 3.0 or better is required for all MBA core and elective course work (30 total credit hours).

**NOTE:** Students also should refer to the campus policy on Grades Acceptable Toward Master's Degrees, section of this catalog.

Required courses for the MBA degree include completion of prerequisite course work typically covered in undergraduate business courses (or their equivalents) and at least 30 hours of core course work and electives covering advanced business topics, issues, and applications.

## Requirements

### Prerequisite Courses <sup>1,2</sup>

ACC 505	Fundamentals of Business Decision Making	4
BUS 501	Business Perspectives	3

\* Students who have completed previous introductory course work in accountancy, business and economics may qualify to have ACC 505 and BUS 501 waived.

### Core Courses

ACC 509	Management Accounting	3
BUS 512	Marketing Management	3
BUS 522	Production and Operations Management	3
BUS 541	Organizational Behavior	3
BUS 583	Business Strategy	3
FIN 502	Managerial Finance	3
MIS 525	Information Technology Management	3

### Elective Courses

Select three 500-level courses <sup>3</sup>	9
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<b>Total Hours</b>	<b>30</b>
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<sup>1</sup> Each completed with a grade of C- or better.

<sup>2</sup> Must be taken before or during student's first semester of core course work.

<sup>3</sup> Any 500 level course within the College (ACC/BUS/FIN/MGT/MIS) is an acceptable elective except for ACC 505, BUS 501 and MIS 513. (Prerequisites will apply). Any elective from another college requires approval with a Student Petition.

## Master's Closure

All core course work must be completed.

Students must complete BUS 583 at UIS with a grade of B (3.0) or better. A grade of B- or lower is not acceptable in this course.

BUS 583 is the graduate closure course consistent with campus policy on completion of a master's degree. This policy requires that students not completing BUS 583 must continue to enroll in BUS 584 (zero credit hours, one hour billable) each regular semester (fall/spring) until the course requirements are met.

## Graduate Certificates

- Healthcare Management (p. 141)
- Operations and Supply Chain Management (p. 141)

## Online Degree

- Master of Business Administration (p. 140)
- Healthcare Management (p. 141)
- Operations and Supply Chain Management (p. 141)

The online M.B.A. program has a separate admission process. Applicants are considered on a rolling basis for fall, spring and summer semesters.

An online MBA degree completion program is available. The online degree completion plan allows students to participate in a dynamic online learning community and complete their course work using the latest information technologies and educational resources via the Internet.

## Graduate Certificate in Healthcare Management

The purpose of the Graduate Certificate is to provide healthcare professionals or graduate students aspiring to pursue careers in healthcare organizations with an array of business knowledge in Marketing, Organizational Behavior, Leadership, and Operations Management in the context of healthcare organizations. Besides these core competencies, students of this certificate will understand the healthcare environment, its regulatory framework and relevant public health issues.

Upon successful completion of this certificate program, students will be able to:

1. Understand the history, evolution and the basic concepts central to the healthcare industry and healthcare environment
2. Design and manage healthcare operations and processes
3. Apply motivational methods and techniques required to successfully manage healthcare teams
4. Apply marketing methods and techniques to understand consumers of healthcare services in order to create and deliver customer value

## Grading Policy

Candidates for the certificate will be expected to complete course requirements with a cumulate GPA of 3.0 or better

## Requirements

### Required Courses

BUS 537	Survey of U.S. Healthcare System	3
BUS 538	Managing Healthcare Operations	3
BUS 539	Leadership and Consumer Insights	3
Choose one of the following:		4
MPH 531	Public Health Policy	

MPH 575 Health Economics

**Total** **13**

## Graduate Certificate in Operations and Supply Chain Management

The purpose of this certificate is to train professionals and students in the knowledge and skills of contemporary operations and supply chain management. Participants will learn to design and manage operational processes and supply chain solutions that are efficient, flexible, and resilient in order to meet customer expectations consistently and reliably. The certificate is intended to appeal to professionals in all industries such as retail, health care, manufacturing, logistics, banking, and nonprofit organizations such as universities and government agencies.

Upon successful completion of this certificate program, a student will:

1. Understand the essential role of operations and supply chain management in relation to productivity, quality, and efficiency
2. Be able to use adequate qualitative and quantitative methods to make operational adjustments that will improve organizational performance
3. Understand the key factors that drive the performance of a supply chain
4. Be able to design a supply chain solution that integrates uncertainty, risk, lead times and economies of scale
5. Understand the Lean and Six Sigma methodologies
6. Be able to apply lean principles and tools to enhance organizational performance

Students who have already been admitted into a UIS graduate degree program will automatically be admitted to the certificate program upon receipt of the degree-seeking application and fee (with the certificate designated), or a Change of Curriculum Form.

Applicants not currently admitted into a UIS graduate degree program must provide the following:

1. A graduate non-degree seeking application (with the certificate designated)
2. Official undergraduate transcript(s) with degree documentation
3. A 2.5 cumulative undergraduate GPA or better, or substantial experience and responsibility in a field related to the area of study, as documented by a current resume

## Course Prerequisites

Students enrolled in courses for the Online Graduate Accelerated Programs (GAP) must be registered and pay all tuition, fees, and assessments by the program's deadline each semester.

## Grading Policy

Candidates for the certificate will be expected to complete course requirements with a cumulative GPA of 3.0 or better

## Requirements

### Prerequisite Requirements <sup>1</sup>

#### Prerequisite Option 1:

ACC 311	Administrative Uses of Accounting	4-6
or ACC 211 & ACC 212	Introduction to Financial Accounting and Introduction to Managerial Accounting	
BUS 501	Business Perspectives <sup>2</sup>	3
ECO 315	Economics for Administration	4-6
or ECO 201 & ECO 202	Introduction to Microeconomics and Introduction to Macroeconomics	

OR

**Prerequisite Option 2:**

BUS 322	Principles of Operations Management	3
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**Total Prerequisite Hours 3-15****Required Courses**

BUS 522	Production and Operations Management	3
BUS 528	Supply Chain and Logistics Management	3
BUS 529	Quality Systems and Lean Operations	3

**Total Required Courses Hours 9**

<sup>1</sup> ACC 311 (or ACC 211 and ACC 212) and ECO 315 (or ECO 201 and ECO 202) and BUS 501 may be completed concurrently with starting certificate course work. BUS 322 must be completed before starting certificate course work. Preferably, prerequisites should be completed within seven years of application to the certificate program. Each prerequisite must be completed with a C- or better. Any prerequisite exceptions must have instructor approval.

<sup>2</sup> MBA students only

## Cybersecurity Management

### Contact Information

**Website:** [www.uis.edu/mis](http://www.uis.edu/mis)

**Email:** [mis@uis.edu](mailto:mis@uis.edu)

**Office Phone:** (217)206-6067

**Office Location:** UHB 4093

- Masters Degree
- Graduate Certificates (2)

The M.S. degree in Cybersecurity Management is designed to develop graduate students' leadership, analytical thinking, and management skills in cybersecurity management as required by private, public and nonprofit organizations. The program will provide advanced knowledge and training in cybersecurity management.

## The Master's Degree

### Advising

New students must contact the department office for initial advising to plan a program of study that reflects their interests and satisfies degree requirements. All students are strongly encouraged to consult an academic advisor before enrolling in course work for any academic team.

### Course Prerequisites

Students enrolled in courses for the Online Graduate Accelerated Programs (GAP) must be registered and pay all tuition, fees, and assessments by the program's deadline each semester.

## Grading Policy

To be eligible to graduate with a Master's in Cybersecurity Management degree, a cumulative GPA of 3.0 or better is required for all core and elective course work (30 total credit hours)

Students also should refer to the campus policy on Grades Acceptable Toward Master's Degree section of this catalog.

## Requirements

### Required Courses

MIS 513	Management Information Systems	3
MIS 564	Data Communications and Networking	3
MIS 578	Information Security	3
MIS 579	Cybersecurity Management	3
MIS 581	Compliance and Legal Issues in Cybersecurity	3
MIS 591	Digital Forensics	3
MIS 592	Penetration Testing and Vulnerability Assessment	3
MIS 593	Cybersecurity Policy	3
MIS 594	Business Continuity Planning	3
MIS 595	Capstone - Cybersecurity Management <sup>1</sup>	3

**Total Hours 30**

<sup>1</sup> Prerequisite Courses: 24 hours of 500- level course work in MIS/ CSM. Restricted to Cybersecurity Management. Restricted to Graduate students. Students who do not complete MIS 595 Capstone - Cybersecurity Management must register for MIS 596 (zero credit, one billable hour) in each subsequent semester until the capstone is completed.

## GRADUATE CERTIFICATES

- Graduate Certificate in Cybersecurity Administration (p. 142)
- Graduate Certificate in Cybersecurity Management (p. 143)

## Online Degree

- Cybersecurity Management (p. 142)
- Graduate Certificate in Cybersecurity Administration (p. 142)
- Graduate Certificate in Cybersecurity Management (p. 143)

The online degree allows students to participate in dynamic, diverse, and interactive online learning communities and to complete their degrees via the Internet. The online format enables them to complete course work using the latest networked information technologies for increased access to educational resources, advisors, and materials with no on-campus visits required. The online degree follows the same curriculum as the on-campus degree. For more information on the admission process, please check out the How to Apply and/or Apply Today links.

## Graduate Certificate in Cybersecurity Administration

The purpose of the Graduation Certificate in Cybersecurity Administration is to provide cybersecurity professionals or graduate students aspiring to pursue careers in cybersecurity



units within organizations, with knowledge of cybersecurity threats, practices, legal and ethical issues, and how to manage cybersecurity strategy, projects, and personnel. MBA students as well as ACC, MIS, and CSC graduate students may benefit from this certificate program if they are interested in pursuing careers related to cybersecurity.

## Course Prerequisites

Students enrolled in courses for the Online Graduate Accelerated Programs (GAP) must be registered and pay all tuition, fees, and assessments by the program's deadline each semester.

## Grading Policy

Candidates for the certificate will be expected to complete course requirements with a grade of C (2.0) or better (a grade of C- or lower is not acceptable), and a cumulative B (3.0) GPA across the curriculum.

## Requirements

### Required Courses

MIS 513	Management Information Systems	3
MIS 579	Cybersecurity Management	3
MIS 581	Compliance and Legal Issues in Cybersecurity	3
<b>Total Hours</b>		<b>9</b>

## Graduate Certificate in Cybersecurity Management

The Certificate in Cybersecurity Management is designed to develop graduate students' knowledge, analytical thinking, management skills, and leadership in Cybersecurity Management as required by private, public, and non-profit organizations. The certificate program will provide knowledge and training in Cybersecurity Management.

## Course Prerequisites

Students enrolled in courses for the Online Graduate Accelerated Programs (GAP) must be registered and pay all tuition, fees, and assessments by the program's deadline each semester.

## Grading Policy

Candidates for the certificate will be expected to complete course requirements with a grade of C (2.0) or better (a grade of C- or lower is not acceptable), and a cumulative B (3.0) GPA across the curriculum.

## Requirements

### Required Courses

MIS 513	Management Information Systems	3
MIS 564	Data Communications and Networking	3
MIS 578	Information Security	3
MIS 579	Cybersecurity Management	3
<b>Total Hours</b>		<b>12</b>

## Finance

### Contact Information

**Website:** [www.uis.edu/aef](http://www.uis.edu/aef)

**Email:** [aef@uis.edu](mailto:aef@uis.edu)

**Phone:** (217) 206-6541

**Office Location:** UHB 4054

- Master of Science
- Graduate Certificate

## Departmental goals and objectives

This Online Master of Science in Finance degree will provide students the opportunity to specialize in an area of finance important to organizations requiring strong financial skills and knowledge in managing resources. The goals of the degree are to:

1. Enhance Disciplinary Knowledge for Institutional and Individual Financial Management
2. Develop Critical-Thinking & Data Analytical Skills for Financial Analysts and Consultants
3. Develop Oral and Written Communication/Presentation Skills for Financial Service Professionals
4. Develop Risk-Management and Self-Disciplinary Skills for Financial Decision Makers and Market Participants

## Graduate Learning Objectives

After completing the Master of Science in Finance, graduates will have the knowledge and skills to:

1. Be leaders and managers of financial assets of organizations
2. Have critical thinking and the analytical skills to analyze financial information
3. Have ability to communicate this type of information

This program will benefit its graduate students since they will obtain advanced knowledge and application in finance in order to pursue their finance careers in corporations, and public and nonprofit organizations or to pursue independent consultant or financial analysts positions within regional, national, and international financial businesses.

## Continuing Professional Education

The UIS Department of Accounting, Economics, and Finance is officially recognized by the state of Illinois as a sponsor of continuing professional education (CPE) courses for accountants. Information about specific courses and CPE credit can be obtained by contacting the Accounting, Economics, and Finance Department.

## The Master's Degree

### Advising

New students must contact the department office for initial advising to plan a program of study that reflects their interests and satisfies degree requirements. All students are strongly encouraged to consult an academic advisor before enrolling in course work for any academic term.

## Course Prerequisites

Students enrolled in courses for the Online Graduate Accelerated Programs (GAP) must be registered and pay all tuition, fees, and assessments by the program's deadline each semester.

## Grading Policy

**Note:** Students should refer to the campus policy on Grades Acceptable Toward Master's Degrees section of this catalog.

Required Courses for the MIS in Finance degree include completion of prerequisite course work typically covered in undergraduate business courses (or their equivalent) and at least 30 hours of core course work and electives covering advance finance topics, issues and applications.

## Requirements

### Prerequisite Course <sup>1</sup>

ACC 505	Fundamentals of Business Decision Making <sup>2</sup>	4
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### Required Core Courses

FIN 502	Managerial Finance	3
FIN 505	Investments	3
FIN 513	Financial Markets and Institutions	3
FIN 514	Personal Financial Planning	3
FIN 515	Financial Analytics and Budgeting	3
FIN 516	Introduction to Financial Psychology	3
FIN 517	Applied Behavioral Finance	3
FIN 518	Closure Assessment	0
FIN 556	Entrepreneurial Finance	3

### Elective Courses (two courses from the following options) 6

ACC 509	Management Accounting	
FIN 510	Topics In Finance <sup>3</sup>	
Another FIN/BUS/MGT 500 level course approved by department <sup>4</sup>		

**Total Hours** 30

<sup>1</sup> Must complete all prerequisites courses with grades of C- or higher. Prerequisites must be completed prior to the first semester of graduate course work or within the first semester of graduate course work.

<sup>2</sup> Students who have completed previous introductory course work in accounting and economics may qualify to have ACC 505 waived.

<sup>3</sup> FIN 510 is a topics courses where the topics vary each semester. FIN 510 can be repeated multiple times so long as topic vary.

<sup>4</sup> This course must be documented with a Student Petition

## Closure Requirement

All students are required to successfully pass a comprehensive examination available in their last semester of planned enrollment. The case-based exam will evaluate students' ability to apply main concepts and analytical tools mastered in the core courses of the program. Students must register for FIN 518 (zero credit hours, one billable hour) during the semester they opt to take the closure exam and each regular semester (excluding summer terms) until the closure exam has been passed.

## Graduate Certificate

- Graduate Certificate in Applied Finance

## Online Degree

- Finance (p. 143)
- Graduate Certificate in Applied Finance

The online Degrees allows students to participate in dynamic, diverse, and interactive online learning communities and to complete their degrees via the Internet. The online format enables them to complete course work using the latest networked information technologies for increased access to educational resources, advisors, and materials with no on-campus visits required. The online degree follows the same curriculum as the on-campus degree. For more information on the admission process, please check out the How to Apply and/or Apply Today links.

## Healthcare Informatics

### Contact Information

**Website:** [www.uis.edu/mis](http://www.uis.edu/mis)

**Email:** [mis@uis.edu](mailto:mis@uis.edu)

**Office Phone:** (217)206-6067

**Office Location:** UHB 4093

- Masters Degree

Hosted by the MIS Department at UIS, the proposed curriculum is developed for its uniqueness in the area of Healthcare Informatics. The goal is to equip IT professionals working in healthcare industry with healthcare informatics knowledge and skills. All courses will develop core competencies and prepare students for success in healthcare information systems coordinators, and consultants in the private. Public and nonprofit sectors.

## The Master's Degree

To earn the master's degree in Healthcare Informatics, students will complete ten courses (30 hours) and a zero credit Exit Exam. All courses will be offered online. The 30 credit-hour MIS HCI program is designed for program completion within 12 months, although individual students may require more time due to their professional and personal circumstances.

## Course Prerequisites

Students enrolled in courses for the Online Graduate Accelerated Programs (GAP) must be registered and pay all tuition, fees, and assessments by the program's deadline each semester.

## Requirements

### Core Courses (10 Courses)

BUS 537	Survey of U.S. Healthcare System	3
BUS 538	Managing Healthcare Operations	3
HCI 513	Introduction to Healthcare Informatics	3
HCI 542	Database Concepts for Healthcare Management	3
HCI 552	Healthcare System Analysis and Design	3
HCI 556	Health Information Exchange and Interoperability	3

HCI 558	Project Management in Healthcare	3
HCI 564	Fundamentals of Data Communications	3
HCI 576	Data Mining in Healthcare	3
HCI 578	Healthcare Information Systems Security and Privacy	3
HCI 586	Exit Exam for MS-Healthcare Informatics <sup>1</sup>	3
<b>Total Hours</b>		<b>30</b>

<sup>1</sup> HCI 586 must be taken during the student's final semester before graduation. Students who do not complete HCI 586 Exit Exam must register for MIS 589 (zero credit, one billable hour) in each subsequent semester until the Exit Exam is completed.

## Online Degree

- Healthcare Informatics (p. 144)

## Human Resource Management

### Contact Information

**Website:** [www.uis.edu/mmo/](http://www.uis.edu/mmo/)

**Email:** [mmo@uis.edu](mailto:mmo@uis.edu)

**Phone:** (217) 206-6712

**Office Location:** UHB 4060

- Master of Science
- Graduate Certificate

## The Master's Degree

### Advising

New students must contact the department office for initial advising to plan a program of study that reflects their interests and satisfies degree requirements. All students are strongly encouraged to consult an academic advisor before enrolling in course work for any academic team.

### Course Prerequisites

Students enrolled in courses for the Online Graduate Accelerated Programs (GAP) must be registered and pay all tuition, fees, and assessments by the program's deadline each semester.

### Grading Policy

To be eligible to graduate with a Master's in Human Resource Management (MSHRM) degree, a cumulative GPA of 3.0 or better is required for all MSHRM core and elective course work (30 total credit hours)

Students also should refer to the campus policy on Grades Acceptable Toward Master's Degree, section of this catalog.

## Requirements

### Core Courses

MGT 531	Acquiring and Developing Talent	3
MGT 532	Performance Management	3
MGT 536	Human Resource Analytics	3
MGT 538	Strategic Human Resource Management <sup>1</sup>	3
MGT 551	Human Resource Management	3

<b>Elective Courses (Choose five from the list below) <sup>2</sup></b>		<b>15</b>
BUS 541	Organizational Behavior	
BUS 552	Power	
BUS 560	Topics in Human Resource Management	
MGT 534	International Human Resource Management	
MGT 572	Managing Compensation and Benefits	
MGT 575	HR Information Systems	
PAD 511	Collective Bargaining	
PAD 568	Labor Arbitration and Dispute Resolution	
<b>Total Hours</b>		<b>30</b>

<sup>1</sup> Students must complete MGT 538 at UIS with a grade of B (3.0) or better. A grade of B- or lower is not acceptable in this course.

<sup>2</sup> Any level course within the College (ACC/BUS/MGT/MIS) is an acceptable elective except MIS 513. (Prerequisites will apply). Any elective from another college requires approval with a Student Petition.

## Master's Closure

MGT 538 is the graduate closure course consistent with campus policy on completion of a master's degree. This policy requires that students not completing MGT 538 must continue to enroll in BUS 584 (zero credit hours, one hour billable) each regular semester (fall/spring) until the course requirements are met.

## Graduate Certificate

- Graduate Certificate in Human Resource Management (p. 145)

## Online Degree

- Human Resource Management (p. 145)
- Graduate Certificate in Human Resource Management (p. 145)

The online degree allows students to participate in dynamic, diverse, and interactive online learning communities and to complete their degrees via the Internet. The online format enables them to complete course work using the latest networked information technologies for increased access to educational resources, advisors, and materials with no on-campus visits required. The online degree follows the same curriculum as the on-campus degree. For more information on the admission process, please check out the How to Apply and/or Apply Today links.

## Graduate Certificate in Human Resource Management

The purpose of this certificate is to equip students with the knowledge and background for the human resource management strategic roles of the future. Students will study the body of human resource management knowledge including staffing, training and development, total compensation, employee relations, and labor relations.

Upon successful completion of this certificate program a student will:

1. Be able to demonstrate an understanding of key human resource areas including strategic human resource planning, job analysis, recruitment, selection, orientation, training, career development,

performance appraisal, compensation, incentives, union-management relations, diversity, succession planning and the role of human resources in the global organization

2. Be able to articulate the strategic role of human resources and its role and impact on organizational success
3. Be able to prepare professional level written documents for multiple organizational purposes and directed to a variety of stakeholder
4. Be able to systematically analyze organizational issues from a human resource perspective and recommend appropriate human resource solutions
5. Understand and articulate the impact of an organization's external environment on human resource management and be able to articulate how human resource management can help an organization respond to challenges from the external environment

## Course Prerequisites

Students enrolled in courses for the Online Graduate Accelerated Programs (GAP) must be registered and pay all tuition, fees, and assessments by the program's deadline each semester.

## Grading Policy

Candidates for the certificate will be expected to complete course requirements with a cumulative GPA of 3.0 or better.

## Requirements

MGT 531	Acquiring and Developing Talent	3
MGT 532	Performance Management	3
MGT 551	Human Resource Management	3
<b>Total Hours</b>		<b>9</b>

## Management

### Contact Information

**Website:** [www.uis.edu/mmo/](http://www.uis.edu/mmo/)

**Email:** [mmo@uis.edu](mailto:mmo@uis.edu)

**Phone:** (217) 206-6712

**Office Location:** UHB 4060

- Graduate Certificate in Entrepreneurship

## Graduate Certificate

- Graduate Certificate in Entrepreneurship (p. 146)

## Graduate Certificate in Entrepreneurship

The purpose of this certificate is to provide students, small business owners and managers of organizations with knowledge about starting up new businesses and the creation and discovery of opportunities. Students will study the field of entrepreneurship, small business management, issues related to family businesses and the financing needs of entrepreneurs.

Upon successful completion of this certificate program a student will:

1. Be able to demonstrate an integrated understanding of business functional areas such as accounting, finance, marketing and management
2. Be able to appreciate the unique role of entrepreneurship in the business world and also develop entrepreneurial thinking as a distinct approach towards identifying and acting on entrepreneurial opportunities
3. Be able to understand the distinctive characteristics of managing a small business, growth of a small business, family business succession and nurturing entrepreneurship beyond the first generation
4. Be able to analyze the financing needs and choice of financing for new ventures beginning from the startup stage to IPO stage

## Grading Policy

Candidates for the certificate will be expected to complete course requirements with a cumulative GPA of 3.0 or better

## Requirements

FIN 556	Entrepreneurial Finance	3
MGT 550	Entrepreneurship	3
MGT 555	Small Business and Family Business Management	3
<b>Total Hours</b>		<b>9</b>

## Management Information Systems

### Contact Information

**Website:** [www.uis.edu/mis](http://www.uis.edu/mis)

**Office Phone:** (217)206-6067

**Email:** [mis@uis.edu](mailto:mis@uis.edu)

**Office Location:** UHB 4093

- Master's Degree
- Graduate Certificates (4)

## Department Goals and Objectives

After completing the Master of Science degree in Management Information Systems, graduates will be able to demonstrate:

- A core of information systems management and technology knowledge
- Ability to integrate information systems and business foundations knowledge
- Communication, interpersonal, and teamwork skills
- Analytical and critical thinking skills

## The Master's Degree

The Management Information Systems degree is designed to provide the professional administrator/manager a balance between technical expertise and organizational knowledge in everything from the



application of information technology to solving business problems. The M.S. degree in Management Information Systems may be earned online, on campus, or through a combination of online and on-campus courses.

## Curricular Practical Training (CPT)

Students may be eligible for CPT and OPT. Please check with your advisor and International Students Services (ISS) for details. MIS 542, MIS 552, MIS 573, MIS 576, MIS 583, and MIS 584 require a project or internship as part of the class. CPT is available to complete the internship. Students are eligible to apply for a CPT after two consecutive semesters of full-time study toward their M.S. in Management Information Systems; summer does not count as a semester. Each student may do one CPT during their entire degree program (CPT is allowed for only one semester for one course). If the student does not complete the course while they are doing their CPT, they are not eligible for another CPT if they re-take the course. A CPT will be considered a practical internship project as part of the course. Students who elect to do a CPT are required to submit a report to the course instructor at the end of the semester for evaluation as a part of the course. Students who decide on a CPT must enroll full-time (registering for at least three graduate level MIS courses) during the semester they do the CPT, unless they require fewer credit hours to graduate. In addition, students need approval from the International Students Services Office as well as the course instructor of the class the CPT is associated with.

## Advising

New students must contact the department for initial advising to plan a program of study that reflects their interests and satisfies degree requirements. Students are also required to access the Degree Audit System throughout their college career to verify that degree requirements are being met.

## Course Prerequisites

Students enrolled in courses for the Online Graduate Accelerated Programs (GAP) must be registered and pay all tuition, fees, and assessments by the program's deadline each semester.

## Grading Policy

At least a C- grade is mandatory in all prerequisites to the program, including ACC 311 BUS 522 MAT 121 or ECO 213 and CSC 501 and MIS 502 etc.

MIS department majors must maintain at least a 3.0 grade-point average in order to earn an MIS degree. Two successive semesters of probation may lead to a one-year suspension. Only one C or C+ in the Program is acceptable (a grade of C- or lower is not acceptable in the 500-level classes). To earn a M.S. in MIS degree, a minimum grade point average of 3.0 in all graduate level courses taken towards the degree completion is required. The MIS Master's courses are not offered as CR/NC.

A grade of B (3.0) or better is required in either the MIS Exit Exam (MIS 588), Capstone (MIS 584 or in the project course (MIS 583), to graduate (grades of B- or lower will not be accepted).

Students also should refer to the campus policy on Grades Acceptable Toward Master's Degrees section of this catalog.

## Communication Skills

Entering students may be required to pass a diagnostic writing examination administered by The Learning Hub. Students with deficiencies in writing may be required to take ENG 309 Professional Writing.

## Requirements

### Course Core Requirements <sup>1</sup>

MIS 513	Management Information Systems <sup>2</sup>	3
MIS 523	Fundamentals of Business Analytics <sup>2</sup>	3
MIS 542	Management of Database Systems	3
MIS 552	System Analysis And Design	3
MIS 564	Data Communications and Networking	3
MIS 567	Business Process Modeling and IT Governance	3
MIS 573	Project and Change Management	3
MIS 576	Data Mining for Business Analytics	3

### Choose one track to complete the degree requirement **6**

Choice 1: Research Track (Two Courses)

MIS 577	MIS Design and Research Methods
MIS 584	Capstone
	or MIS 583 Graduate Project And Seminar

### Choice 2: Practice Track (MIS 588 and Two Courses from the Options Below)

BUS 528	Supply Chain and Logistics Management
MIS 568	Business Process Management and Process Mining
MIS 577	MIS Design and Research Methods
MIS 578	Information Security

### One 500 Level course approved by the Department

MIS 588	Exit Exam	0
<b>Total Hours</b>		<b>30</b>

<sup>1</sup> At least 24 hours of required courses must be completed from MIS at UIS

<sup>2</sup> Minimum B average (3.0)

## Master's Closure

All MIS graduates must complete MIS 588 or MIS 584 or MIS 583. The nature of the graduate project is contingent on the individual's career goals and may or may not include a practicum experience. Exit Exams help students assess the body of knowledge they've attained and helps the program revise its curriculum.

Research Track projects may involve, for example, design/analysis of an information system for an existing organizational need; development of one or more databases for a potential organizational need; analysis of managerial needs or uses for information that is accessible in an existing database; or analysis, design, security, and management of networks. If the project is not completed during these initial three, students must register for MIS 586 / MIS 587 (zero credit hours, one billable hour) in each subsequent semester until the capstone/project/thesis is complete.

Practice Track Exit Exam MIS 588 must be taken during the student's final semester before graduation. If the Exit Exam is not completed in the final semester, students must register for MIS 589 (zero credit

hours, one billable hour) in each subsequent semester until the Exit Exam is complete.

UIS policy precludes students who are not registered from using campus resources. If a leave of absence is requested and approved, continuous registration is not required. Failure to obtain a leave of absence will require retroactive registration of one credit hour per semester.

## Graduate Certificates

- Graduate Certificate in (p. 148)Business Analytics
- Graduate Certificate in (p. 148)Business Process Management
- Graduate Certificate in Healthcare Analytics (p. 148)
- Graduate Certificate in (p. 149)IT Project Management
- Graduate Certificate Management Information Systems (p. 146)

## Online Degree

- Graduate Certificate in Business Analytics (p. 148)
- Graduate Certificate in Business Process Management (p. 148)
- Graduate Certificate in Healthcare Analytics (p. 148)
- Graduate Certificate IT Project Management (p. 149)
- Graduate Certificate Management Information Systems (p. 146)

The Management Information Systems degrees are designed to provide the professional administrator/manager a balance between technical expertise and organizational knowledge in everything from the application of information technology to solving business problems.

## Graduate Certificate in Business Analytics

The Certificate in Business Analytics provides business and technology practitioners and other professionals with the knowledge and skills necessary to collaborate in the design, development, and adoption of Business Analytics applications in organizations. Business Analytics refers to a broad category of applications, technologies, and processes for gathering, storing, accessing, and analyzing internal and external data to help decision-makers analyze business situations and make fact-based, informed decisions which will trigger improvement actions.

### Course Prerequisites

Students enrolled in courses for the Online Graduate Accelerated Programs (GAP) must be registered and pay all tuition, fees, and assessments by the program's deadline each semester.

### Grading Policy

Candidates for the certificate will be expected to complete course requirements with a grade of B (3.0) or better (a grade of B- or lower is not acceptable).

## Requirements

MIS 513	Management Information Systems <sup>1,2</sup>	3
MIS 542	Management of Database Systems	3
MIS 576	Data Mining for Business Analytics	3
<b>Total Hours</b>		<b>9</b>

<sup>1</sup> If MIS 513 has been taken as part of another MIS graduate certificate, the student must substitute an additional UIS Management Information Systems course, not included as a required course in another certificate.

<sup>2</sup> All MBA students may use MIS 525 as a substitute for MIS 513 since the course content for MIS 525 is similar to MIS 513.

## Graduate Certificate in Business Process Management

The Certificate in Business Process Management provides information systems practitioners and business professionals with the fundamental knowledge needed to be able to successfully analyze, define, and design organizational processes and to effectively apply information technology to these processes. This certificate is awarded upon completion of the required course work. Individuals may work on the certificate part time without being formally enrolled in a degree program, or may complete it as part of the M.S. degree in Management Information Systems, or as a part of the MBA degree program.

### Course Prerequisites

Students enrolled in courses for the Online Graduate Accelerated Programs (GAP) must be registered and pay all tuition, fees, and assessments by the program's deadline each semester.

### Grading Policy

Candidates for the certificate will be expected to complete course requirements with a grade of B (3.0) or better (a grade of B- or lower is not acceptable).

## Requirements

MIS 513	Management Information Systems <sup>1,2</sup>	3
MIS 567	Business Process Modeling and IT Governance	3
MIS 568	Business Process Management and Process Mining	3
<b>Total Hours</b>		<b>9</b>

<sup>1</sup> If MIS 513 has been taken as part of another MIS graduate certificate, the student must substitute an additional UIS Management Information Systems course, not included as a required course in another certificate.

<sup>2</sup> All MBA students may use MIS 525 as a substitute for MIS 513 since the course content for MIS 525 is the same as MIS 513.

## Graduate Certificate in Healthcare Analytics

Healthcare organizations require professionals who can generate meaningful insight and make data-driven decisions from the massive amount of data generated by the digital system. As a fast-growing field, various healthcare informatics applications, such as electronic health

records, electronic billing, and data analytics, are becoming critical to the development and success of health services. The Certificate in Healthcare Analytics provides business and technology practitioners, healthcare professionals, and other informatics professionals with the knowledge and skills necessary to collaborate in the design, development, and adoption of Healthcare Analytics applications in organization. This certificate develops graduate students' analytical thinking, data analytics skills, and problem-solving skills in healthcare informatics.

## Grading Policy

Candidates for the certificate will be expected to complete course requirements with a grade of B (3.0) or better (a grade of B- or lower is not acceptable)

## Requirements

HCI 513	Introduction to Healthcare Informatics	3
HCI 542	Database Concepts for Healthcare Management	3
HCI 576	Data Mining in Healthcare	3
<b>Total Hours</b>		<b>9</b>

## Graduate Certificate in IT Project Management

The Certificate in IT Project Management provides information systems practitioners and business professionals with the fundamental knowledge needed to manage information technology projects. This certificate is awarded on completion of the required course work. Individuals may work on the certificate part-time without being formally enrolled in a degree program, or may complete it as a part of the M.S. degree in Management Information Systems or as part of the MBA degree program.

## Course Prerequisites

Students enrolled in courses for the Online Graduate Accelerated Programs (GAP) must be registered and pay all tuition, fees, and assessments by the program's deadline each semester.

## Grading Policy

Candidates for the certificate will be expected to complete course requirements with a grade of B (3.0) or better (a grade of B- or lower is not acceptable).

## Requirements

MIS 513	Management Information Systems <sup>1,2</sup>	3
MIS 552	System Analysis And Design	3
MIS 573	Project and Change Management	3
<b>Total Hours</b>		<b>9</b>

<sup>1</sup> If MIS 513 has been taken as part of another MIS graduate certificate, the student must substitute an additional UIS Management Information Systems course, not included as a required course in another certificate.

<sup>2</sup> All MBA students may use MIS 525 a substitute for MIS 513 since the course content for MIS 525 is the same as MIS 513.

## College of Education and Human Services

### Contact Information

**Website:** www.uis.edu/education  
**Email:** schoolofeducation@uis.edu  
**Office Phone:** (217) 206-6784  
**Office Location:** BRK 363

James Ermatinger, Interim Dean

The College of Education and Human Services offers undergraduate and graduate degrees as well as numerous graduate certificates, leading the way in educating those driven to give back to society. The College offers graduate programs in Education and Educational Leadership, and Human Development Counseling.

## Educational Leadership

### Contact Information

**Website:** www.uis.edu/education  
**Email:** education@uis.edu  
**Office Phone:** (217) 206-6306  
**Office Location:** BRK 377

- Master of Arts in Educational Leadership
- Master of Arts in Education (Online only)
- Graduate Certificates (5)
- Certificate of Advanced Study – 2 options (1 online)
- Illinois State Board of Education Endorsement Programs (7) options

The School of Education prepares collaborative, proactive educational leaders committed to improving the quality of leadership in a variety of organizational contexts. This is achieved by assuming leadership positions or roles within educational organizations and classrooms, engaging in scholarly inquiry about school and classroom leadership, meeting state and national standards and school reform initiatives, as well as improving practices within educational arenas.

Educational Leadership is recognized by an integration of scholarly and clinical activities oriented toward practical application of intellectual, democratic, and ethical aspects of school and classroom leadership. These include courses, clinical experiences, research, and the master's closure activities. Educational Leadership offers two master's degrees: M. A. in Educational Leadership and M. A. in Education (online).

Educational Leadership also offers a Certificate of Advanced Study leading to a Superintendent Endorsement and/or a Chief School Business Official Endorsement.

Programs are approved by the Illinois State Board of Education.

## THE MASTER'S DEGREES

- Master of Arts in Educational Leadership
- Master of Arts in Education (Online Only)

## GRADUATE CERTIFICATES

The Department of Educational Leadership offers five graduate certificates and a Certificate of Advanced Study in two concentrations.

- Graduate Certificate in Educational Technology
- Graduate Certificate in English as a Second Language
- Graduate Certificate in Higher Education Online Pedagogy
- Graduate Certificate in Leadership and Learning
- Graduate Certificate in Legal Aspects of Education

## Illinois State Board of Education (ISBE) Endorsement Programs include:

- Chief School Business Official (p. 155)<sup>1</sup>
- Educational Technology (p. 154)<sup>1</sup>
- English as a Second Language (p. 154)<sup>1</sup>
- Learning Behavior Specialist 1 (p. 154) (LBS1)<sup>1</sup>
- Principal (p. 154)<sup>1</sup>
- Superintendent (p. 156)<sup>1</sup>

<sup>1</sup> Candidates must take and pass Teacher Licensure Exam(s) in (a) specific area(s) to qualify for Illinois entitlement.

## Options for post-master's certification include:

- Chief School Business Official (p. 155)<sup>1</sup>
- School Superintenden (p. 156)<sup>1</sup>

<sup>1</sup> Candidates must take and pass Teacher Licensure Exam(s) in (a) specific area(s) to qualify for Illinois entitlement.

## Online Degree

- Master of Arts in Education
- Graduate Certificate in Educational Technology
- Graduate Certificate in English as a Second Language
- Graduate Certificate in Higher Education Online Pedagogy
- Graduate Certificate in Leadership and Learning
- Graduate Certificate in Legal Aspects of Education
- Chief School Business Official (p. 155)<sup>1</sup>
- Educational Technology<sup>1</sup>
- Learning Behavior Specialist 1 (LBS1)<sup>1</sup>

<sup>1</sup> Candidates must take and pass ISBE Licensure Exam(s) in their specific area(s) to qualify for Illinois entitlement.



## Educational Leadership

The Master of Arts in Educational Leadership (MA-EDL) is designed to equip educators with the skills for positions of administration in PK-12 schools, higher education, and educational organizations.

The Principal Administrative Endorsement is an option that many students choose to complete within the required course work for their MA-EDL. The Principal endorsement program is approved by the Illinois State Board of Education.

### Advising

Students are assigned an advisor when they are admitted to the program. The advisor will contact the student during the first semester of enrollment. The academic advisor will assist students in planning their program of study.

### Grading Policy

Students should refer to the campus policy on Grades Acceptable Toward Master's Degrees section of this catalog.

The EDL master's degree requires completion of 36 hours which includes course work in leadership, research, and curriculum.

### Requirements

#### Required Courses

<b>Research</b>		
EDL 505	Introduction To Research	4
	or EDL 541 Educational Research Methods	
<b>Educational Leadership</b>		
EDL 509	Organizational Dynamics	4
<b>Curriculum</b>		
EDL 511	School Improvement	4
	or EDL 543 Assessment for Learning	
<b>Electives - EDL 500 - Level Electives</b>		<b>20</b>
<b>Master's Closure</b>		
EDL 531	Capstone I	2
EDL 532	Capstone II	2
<b>Total Hours</b>		<b>36</b>

### Master of Arts in Educational Leadership with Principal Endorsement

This EDL master's degree requires completion of 36 hours. There are four core area requirements for the educational leadership graduate degree with the principal endorsement. The principal endorsement is offered as a standalone endorsement for students who already hold a master's degree.

### Requirements

#### Required Courses

<b>AREA 1 Instructional Leadership</b>		
EDL 505	Introduction To Research *	4
	or EDL 541 Educational Research Methods	
EDL 511	School Improvement *	4
EDL 525	Supervision Of Instruction	4
<b>AREA 2 Management of Public Schools</b>		

EDL 502	School Finance	4
EDL 509	Organizational Dynamics *	4
EDL 519	The Principalship	4
<b>AREA 3 Schools and Public Policy</b>		
EDL 503	School Law	4
<b>AREA 4 Principal Internship</b>		
EDL 526	Principal Internship I <sup>1</sup>	2
EDL 527	Principal Internship II <sup>2</sup>	2
EDL 531	Capstone I *	2
EDL 532	Capstone II *	2
<b>Total Hours</b>		<b>36</b>

<sup>1</sup> Concurrent enrollment in EDL 526 and EDL 531 required

<sup>2</sup> Concurrent enrollment in EDL 527 and EDL 532 required

### Principal Endorsement Requirements

Educators interested in obtaining administrative positions in Illinois public schools must earn the Principal Administrative License. Requirements for this license are established by the ISBE Licensure Board and include a master's degree, two years of documented successful full-time teaching or four years of documented school service personnel experience, admission approval to an accredited Principal Administrative License program, 32 semester hours of required graduate courses, and an extensive internship experience.

As required by ISBE, all candidates in the Principal Endorsement program will complete the following during their first enrolled semester:

1) Turn in a portfolio which contains a letter of recommendation from the applicant's employer (school district); a letter of intent from the district that assures that at the appropriate point in the program the student will receive a placement as an intern in the district and will be permitted to complete his/her internship experiences; a current resume; a copy of the applicant's teaching license or the page from the Illinois Educator's Licensing Information System (ELIS) that shows current licensure; documents illustrating current leadership activities and skills, using data to solve problems, and implementing strategies used to improve student achievement.

2) Complete an interview with EDL faculty. Interview timeslots are open each month and scheduled once the student submits the application portfolio.

Courses required for the principal endorsement can be completed as just an endorsement track or as part of the MA-EDL. All students desiring principal endorsement from the ISBE must apply for admission to the endorsement program in addition to admission to the university.

Internship experiences are required in the program and fulfill ISBE requirements for the principal endorsement.

### Master's Closure

All Master of Arts in Educational Leadership degree candidates are required to complete master's closure activities in order to graduate. EDL 531 and EDL 532 will be conducted during the internship experience at the school site. Students will work with a Capstone professor and Internship supervisor on this process.

## Licensure

To obtain the licensure for principal, candidates will show proof of passing both ISBE principal exams and the Teacher Evaluator Training. Please refer to the Illinois Licensure Testing System (ILTS) website for the testing schedule.

## Education

### Masters Degree

The M.A. in Education is designed specifically for educators who wish to assume leadership roles within and beyond the classroom. With this degree, students can customize a program of study or add a certificate or endorsement in one of many areas: Learning Behavior Specialist 1, English as a Second Language, Education Technology Specialist, Legal Aspects of Education, Higher Education Online Pedagogy, and Leadership and Learning.

The master's degree requires the completion of 36 semester credit hours of course work.

### Advising

Advising is conducted by the M.A. in Education Coordinator in consultation with the department chair. Initial advising must be completed by the end of the student's first semester. The M.A. in Education Coordinator assists students in planning their program of study and refers students to the Career Development Center for career planning.

### Grading Policy

Students should refer to the campus policy on Grades Acceptable Toward Master's Degrees (p. 135) section of this catalog.

### Continuous Enrollment

If EDL 586 is not completed during initial enrollment, students must register for EDL 598 for zero credit hours (one billable hour) during all fall and spring semesters until the project is completed.

There are four core area requirements for the M.A. Education degree:

## Requirements

### Required Courses

#### Research

EDL 541	Educational Research Methods	4
or EDL 505	Introduction To Research	

#### Educational Leadership

EDL 542	Action Research for Leadership	4
PAD 481	Perspectives on Child Maltreatment and Advocacy	4

#### Master's Closure

EDL 586	Capstone Project	4
Approved electives - EDL 500-level electives <sup>1</sup>		20

**Total Hours** **36**

<sup>1</sup> Students may take any 500-level EDL courses to satisfy the elective requirement with the exception of: EDL 526, EDL 527, EDL 531, EDL 532, EDL 586, and EDL 598

## Graduate Certificate in Educational Technology

### Certificate

Learn to integrate digital technologies into teaching and learning and become qualified for building and/or district level technology coordinator positions.

### Endorsement

The Education Technology Specialist Endorsement program is approved by the Illinois State Board of Education and graduates are eligible to apply for the endorsement to be added to their active Illinois teaching license.

### Graduate Degree Opportunity

Combine the graduate certificate with an additional 12 credit hours of EDL course work to fulfill requirements for a Master of Arts in Education

### Grading Policy

Passing at the graduate level is considered a B or higher. A maximum of eight hours of C (2.0) grades is applicable, provided that a minimum GPA of 3.0 is reached at the time of program completion and an approved Student Petition is on file in the Office of Records and Registration. Grades of C- or lower are not accepted.

## Requirements

### Required Courses

EDL 513	Student Assessment and Emerging Technologies in Online and Remote Learning	4
EDL 515	Online Teaching and Learning	4
EDL 516	Instructional Design for Technology	4
EDL 517	Education Technology Leadership	4
EDL 518	Educational Technology Systems	4
EDL 547	Technology in the Curriculum	4

**Total Hours** **24**

Candidates who wish to have their course work evaluated to meet licensure must also take and pass ISBE Licensure Exam(s) in their specific area(s) to qualify for state of Illinois entitlement.

## Graduate Certificate in English as a Second Language

### Certificate

The ESL program prepares educational leaders to meet the needs of diverse non-English speaking students in classrooms, and prepares educators to be culturally responsive.

### Endorsement

The ESL endorsement program is approved by the Illinois State Board of Education and graduates are eligible to apply for the endorsement to be added to their active Illinois teaching license.

## Graduate Degree Opportunity

Combine the graduate certificate with an additional 16 credit hours of Educational Leadership course work to fulfill requirements for a Master of Arts in Education.

### Grading Policy

Passing at the graduate level is considered a B or higher. A maximum of eight hours of C (2.0) grades is applicable, provided that a minimum GPA of 3.0 is reached at the time of program completion and an approved Student Petition is on file in the Office of Records and Registration. Grades of C- or lower are not accepted.

### Requirements

#### Required Courses

EDL 550	Theoretical Foundations of Teaching English as Second Language	4
EDL 584	Assessment of ESL Students	4
EDL 592	Linguistics	4
EDL 593	Cross Cultural Studies for ESL	2
EDL 594	Methods and Materials for ESL	4
EDL 595	ESL Clinical Experience <sup>1</sup>	2

**Total Hours** 20

<sup>1</sup> This class may not be required for students who have met the clinical experience requirement of the Illinois State Board of Education for English as a Second Language Letter of Approval/Endorsement.

## Graduate Certificate in Higher Education Online Pedagogy

### Certificate

Learn effective practices for online teaching, building course content, and designing quality assessments through this 12 credits graduate certificate.

### Graduate Degree Opportunity

Combine the graduate certificate with an additional 24 credit hours of other Educational Leadership course work to fulfill requirements for a Master of Arts in Education.

### Grading Policy

Passing at the graduate level is considered a B or higher. A maximum of eight hours of C (2.0) grades is applicable, provided that a minimum GPA of 3.0 is reached at the time of program completion and an approved Student Petition is on file in the Office of Records and Registration. Grades of C- or lower are not accepted.

### Requirements

#### Required Courses

EDL 513	Student Assessment and Emerging Technologies in Online and Remote Learning	4
EDL 515	Online Teaching and Learning	4
EDL 516	Instructional Design for Technology	4

**Total Hours** 12

## Graduate Certificate in Leadership and Learning

### Certificate

Grow your skills in managing school improvement issues, enhancing teacher performance, and using data-driven decision making to improve student success.

### Graduate Degree Opportunity

Combine this graduate certificate with an additional 24 credit hours of other Educational Leadership course work to fulfill requirements for a Master of Arts in Education.

### Grading Policy

Passing at the graduate level is considered a B or higher. A maximum of eight hours of C (2.0) grades is applicable, provided that a minimum GPA of 3.0 is reached at the time of program completion and an approved Student Petition is on file in the Office of Records and Registration. Grades of C- or lower are not accepted.

### Requirements

#### Required Courses

EDL 541	Educational Research Methods	4
EDL 542	Action Research for Leadership	4
EDL 543	Assessment for Learning	4

**Total Hours** 12

## Legal Aspects of Education Graduate Certificate

### Certificate

This six course online graduate certificate allows educators to acquire knowledge in fundamental legal issues, and study legal developments that schools are likely to encounter.

### Graduate Degree Opportunity

Students can apply the 12 credits in Legal Aspects of Education to the Master of Arts in Education.

### Grading Policy

Passing at the graduate level is considered a B or higher. A maximum of eight hours of C (2.0) grades is applicable, provided that a minimum GPA of 3.0 is reached at the time of program completion and an approved Student Petition is on file in the Office of Records and Registration. Grades of C- or lower are not accepted.

### Requirements

#### Required Courses

EDL 522	Legal Rights of Teachers, Parents, and Students in Educational Settings	4
EDL 523	Understanding the Education Legal System and Minimizing Occupational Risks	4

EDL 524	Educational Bargaining Approaches & Employability Issues	4
<b>Total Hours</b>		<b>12</b>

## Educational Technology Endorsement

### Certificate

The Educational Technology Specialist course work is designed for practicing teachers and administrators who are interested in learning more about integrating digital technologies into classroom teaching and learning.

### Endorsement

The six courses cover the knowledge and skills required for an ISBE Technology Specialist Endorsement which qualifies those who hold it for building and/or district level technology coordinator positions. Passing the ISBE Technology Specialist (223) test is required.

### Graduate degree opportunity

Combine the graduate certificate with an additional 12 credit hours of EDL course work to fulfill requirements for a Master of Arts in Education degree.

### Grading Policy

Passing at the graduate level is considered a B or higher. A maximum of eight hours of C (2.0) grades is applicable, provided that a minimum GPA of 3.0 is reached at the time of program completion and an approved Student Petition is on file in the Office of Records and Registration. Grades of C- or lower are not accepted.

### Requirements

EDL 513	Student Assessment and Emerging Technologies in Online and Remote Learning	4
EDL 515	Online Teaching and Learning	4
EDL 516	Instructional Design for Technology	4
EDL 517	Education Technology Leadership	4
EDL 518	Educational Technology Systems	4
EDL 547	Technology in the Curriculum	4
<b>Total Hours</b>		<b>24</b>

*Candidates must take and pass ISBE Licensure Exam(s) in their specific area(s) to qualify for Illinois entitlement.*

## English as a Second Language

**Certificate** The ESL program prepares educational leaders to meet the needs of diverse non-English speaking students in classrooms and prepares educators to be culturally responsive.

**Endorsement** The ESL certificate program is approved by the Illinois State Board of Education and graduates are eligible to apply for an endorsement to be added to their active Illinois teaching license.

**Graduate degree opportunity** Combine the graduate certificate with an additional 16 credit hours of EDL course work to fulfill requirements for a Master of Arts in Education degree.

Passing at the graduate level is considered a B or higher. A maximum of 8 hours of C (2.0) is applicable, provided that a minimum GPA of 3.0 is reached at the time of program completion and an approved student petition is on file in the Office of Records and Registration. Grades of C- or lower are not accepted.

### Requirements

EDL 550	Theoretical Foundations of Teaching English as Second Language	4
EDL 584	Assessment of ESL Students	4
EDL 592	Linguistics	4
EDL 593	Cross Cultural Studies for ESL	2
EDL 594	Methods and Materials for ESL	4
EDL 595	ESL Clinical Experience <sup>1</sup>	2
<b>Total Hours</b>		<b>20</b>

<sup>1</sup>This class may not be required for students who have met the clinical experience requirement of the Illinois State Board of Education for English as a Second Language Letter of Approval/Endorsement.

## Learning Behavior Specialist I

### Endorsement

The Learning Behavior Specialist 1 (LBS1) provides students with the endorsement to teach in a PK-12 special education setting. This program is approved by the Illinois State Board of Education.

### Degree Opportunity

Combine the endorsement with an additional 20 credit hours of Educational Leadership course work to complete a Master of Arts in Education.

### Grading policy

Students should refer to the campus policy on Grades Acceptable Toward Master's Degrees (p. 135) section of this catalog.

### Requirements

EDL 553	Assessment of Students' Learning Difficulties and Disabilities	4
EDL 554	Characteristics of Exceptional Children	4
EDL 556	Strategies for Teaching Children with Special Needs	4
EDL 573	Survey of Exceptional Children	4
<b>Total Hours</b>		<b>16</b>

*Candidates must take and pass ISBE Licensure Exam(s) in their specific area(s) to qualify for state of Illinois entitlement.*

## Principal Endorsement

### Endorsement

This program prepares future elementary and secondary school administrators (Principals, Assistant Principals, Deans and Department Chairs) who are highly qualified to hold leadership positions in PK-12 schools. The program was designed to provide a rigorous set of experiences to develop the knowledge, skills, dispositions, and competencies needed by educational leaders at the local and state



level. The UIS principal preparation program is approved by the Illinois State Board of Education.

## Degree Requirement

Requirements for the Principal Administrative license are established by the ISBE Licensure Board and include a master's degree, two years of documented successful full-time teaching or four years of documented school service personnel experience, admission approval to an accredited Principal Administrative License program, 32 semester hours of required graduate courses, and an extensive internship experience.

As required by ISBE, all candidates in the Principal Endorsement program will complete the following:

1) Turn in a portfolio which contains a letter of recommendation from the applicant's employer (school district); a letter of intent from the district that assures that at the appropriate point in the program the student will receive a placement as an intern in the district and will be permitted to complete his/her internship experiences; a current resume; a copy of the applicant's teaching license or the page from the Illinois Educator's Licensing Information System (ELIS) that shows current licensure; documents illustrating current leadership activities and skills, using data to solve problems, and implementing strategies used to improve student achievement.

2) Complete an interview with EDL faculty. Interview timeslots are open each month and scheduled once the student submits the application portfolio.

Following completion of the approved program and to obtain the licensure for principal, candidates will show proof of passing both ISBE principal exams and the Teacher Evaluator Training. Please refer to the Illinois Licensure Testing System (ILTS) website for the testing schedule.

## Graduate degree opportunity

A master's degree is required for student's obtaining the Principal Endorsement. Students who have not yet completed a master's would add the Capstone (4 credits) to the required courses below to also complete the Master of Arts in Educational Leadership.

## Grading Policy

Passing at the graduate level is considered a B or higher. A maximum of 8 hours of C (2.0) is applicable, provided that a minimum GPA of 3.0 is reached at the time of program completion and an approved Student Petition is on file in the Office of Records and Registration. Grades of C- or lower are not accepted.

Candidates must take and pass ISBE Licensure Exam(s) in their specific area(s) to qualify for state of Illinois entitlement.

Students also should refer to the campus policy on Grades Acceptable Toward Master's Degrees section of this catalog.

## Requirements

EDL 502	School Finance	4
EDL 503	School Law	4
EDL 505	Introduction To Research	4
or EDL 541	Educational Research Methods	

EDL 509	Organizational Dynamics	4
EDL 511	School Improvement	4
EDL 519	The Principalship	4
EDL 525	Supervision Of Instruction	4
EDL 526	Principal Internship I	2
EDL 527	Principal Internship II	2
<b>Total Hours</b>		<b>32</b>

## Chief School Business Official (CSBO) Endorsement

### Endorsement

This program earns students a Certificate of Advanced Study and the Chief School Business Official (CSBO) Endorsement. Students with the Superintendent license, a CPA, or a MBA may only need 6-14 credits depending on previous course work completed. A review of transcripts will be completed to personalize each student's program.

The School of Education is a university partner of Illinois Association of School Business Officials (IASBO).

### Graduate Certificate of Advanced Study

This program is for students who need a full program to seek the position of district school business official. The full program requires the completion of 34 semester hours of course work, including 28 hours of EDL courses and three semesters (two credit hours each) of internship experiences.<sup>1</sup>

### Grade Policy

Passing at the graduate level is considered a B or higher. A maximum of 8 hours of C (2.0) is applicable, provided that a minimum GPA of 3.0 is reached at the time of program completion and an approved Student Petition is on file in the Office of Records and Registration. Grades of C- or lower are not accepted.

Candidates must take and pass ISBE Licensure Exam(s) in their specific area(s) to qualify for Illinois entitlement

### Requirements

EDL 524	Educational Bargaining Approaches & Employability Issues	4
EDL 541	Educational Research Methods <sup>1</sup>	4
EDL 543	Assessment for Learning <sup>1</sup>	4
EDL 603	Advanced Seminar on Law and Public Policy	4
EDL 605	Research in Educational Leadership <sup>1</sup>	4
EDL 611	Superintendent as Instructional Leader <sup>1</sup>	4
EDL 612	Management of Educational Funds and Facilities	4
EDL 621	Superintendent and Central Staff/Personnel Management	4
EDL 626	Clinical Experiences/Internship I	2
EDL 627	Clinical Experiences/Internship II	2
EDL 628	Clinical Experiences/Internship III	2
EDL 635	Organizational Theory and Leadership	4
EDL 640	Business Application Revenues	4

EDL 645	Business Application Expenditures	4
<b>Total Hours</b>		<b>34</b>

<sup>1</sup> If students are lacking in fundamentals because their master's degree was not in education (research or curriculum), they may be asked to make up for these deficiencies.

## Superintendent Endorsement

The Certificate of Advanced Study is earned with the completion of the Superintendent Endorsement program. The Superintendent endorsement is 36 semester hours of course work, which includes 32 hours of courses and two semesters (two credit hours each) of internship experiences.

The School of Education is a university partner of the Illinois Association of School Administrators (IASA).

### Requirements

EDL 603	Advanced Seminar on Law and Public Policy	4
EDL 604	Politics of Education: Federal, State and Local Politics and Policies	4
EDL 605	Research in Educational Leadership	4
EDL 611	Superintendent as Instructional Leader	4
EDL 612	Management of Educational Funds and Facilities	4
EDL 621	Superintendent and Central Staff/Personnel Management	4
EDL 626	Clinical Experiences/Internship I	2
EDL 627	Clinical Experiences/Internship II	2
EDL 635	Organizational Theory and Leadership	4
EDL 640	Business Application Revenues	4
<b>Total Hours</b>		<b>36</b>

Candidates must take and pass ISBE Licensure Exam(s) in their specific area(s) to qualify for the state of Illinois entitlement.

## Human Development Counseling

### Contact Information

**Website:** [www.uis.edu/hdc/](http://www.uis.edu/hdc/)  
**Email:** [hdc@uis.edu](mailto:hdc@uis.edu)  
**Office Phone:** (217) 206-6504  
**Office Location:** BRK 332

- Master of Arts

The Department of Human Development Counseling offers three concentrations accredited by the Council for Accreditation of Counseling and Related Educational Programs (CACREP):

1. Clinical Mental Health Counseling Concentration
2. Marriage, Couple, and Family Counseling Concentration
3. School Counseling Concentration

These concentrations allow graduates to provide counseling and consulting services at a professional level in a wide variety of environments. Career options for graduates in the clinical mental health and marriage, couple, and family counseling concentrations

include counseling in mental health, correctional, social welfare, rehabilitative, and human relations agencies, institutions, and environments. The school counseling concentration is approved by the Illinois State Board of Education and prepares candidates for a Professional Educator License with a School Counseling endorsement. Since opportunities for employment within each of these concentrations vary widely, prospective students should consult an HDC faculty advisor before choosing a concentration.

The Council for Accreditation of Counseling and Related Educational Programs (CACREP) has accredited the clinical mental health counseling, school counseling, and marriage, couple and family counseling concentrations. Successful completion of the curriculum for these concentrations leads to eligibility for certification through the National Board of Certified Counselors, and/or State of Illinois licensure.

HDC students are encouraged to join the American Counseling Association (ACA), and the Illinois Counseling Association (ICA). Students preparing for a career in mental health counseling are encouraged to join the American Mental Health Counseling Association (AMHCA). Students preparing for a career in school counseling are encouraged to join the American School Counselor Association (ASCA) and/or the Illinois School Counselor Association (ISCA). Students who are pursuing or have completed the M.A. degree in the marriage, couple and family counseling concentration may apply for membership in the International Association of Marriage and Family Counselors (IAMFC), the American Association for Marriage and Family Therapy (AAMFT), and/or licensure as a marriage and family therapist. Consultation with the department's marriage, couple and family counseling concentration coordinator is required.

## The Master's Degree

The Master's Degree in HDC offers three concentrations:

- Clinical Mental Health Counseling (p. 157)
- Marriage, Couple, and Family Counseling Concentration (p. 158)
- School Counseling Concentration (p. 158)

### Advising

Academic advising for HDC students is very important, and students should contact their advisors regularly. An advisor will be assigned by the department upon successful completion of the admissions process.

### Grading Policy

HDC department majors must earn grades of B- or better in HDC 501, HDC 511, HDC 512, and HDC 513. If a C+ grade or lower is earned in any of these courses, the course must be retaken. HDC majors must also maintain a cumulative GPA of at least 3.0. In other courses, a maximum of six hours of C grades is allowed provided that a minimum GPA of 3.0 is reached at time of graduation and an approved a Student Petition is on file in the Office of Records and Registration.

**NOTE:** Students also should refer to the campus policy on Grades Acceptable Toward Master's Degrees section of this catalog.

### Expected Professional Competencies

Before graduating, degree candidates must demonstrate competencies and dispositions related to personal development, such as the ability

to communicate effectively with others; professional development, such as the ability to conceptualize client concerns and to provide appropriate intervention through an individual or group relationship; and social development, such as the ability to collaborate effectively within a treatment team context.

In addition to these general competencies, students are expected to develop and demonstrate specific CACREP core-related knowledge and skills necessary for the client populations with which, or for the settings in which, they intend to work. Such specialized knowledge may be obtained through projects designed to meet individual course requirements, as well as demonstration of skill throughout their clinical experience in practicum and internship.

Each department course may contain an applied or experiential component in addition to the didactic component, and some courses specifically emphasize experiential learning. These courses require application of professional skills in simulated and/or real settings. Students should, therefore, expect to demonstrate understanding of ethical behavior in the counseling profession as well as evidence of effective interaction skills with clients. All master's candidates must be familiar with the HDC policy on clinical experience and should consult their advisors about satisfying its provisions. All degree candidates must demonstrate graduate-level performance in reading, writing, and speaking English.

All HDC majors must declare their concentration selection by completing a Change of Curriculum form and submitting it to the Office of Records and Registration.

A total of 61 semester hours is required for a master's degree in Human Development Counseling in all three concentrations:

## Requirements

### Required Courses

HDC 501	Fundamental Issues and Ethics in Counseling <sup>1</sup>	3
HDC 511	Theories of Counseling	3
HDC 512	Prepracticum	3
HDC 513	Group Counseling	3
HDC 515	Multicultural Counseling	3
HDC 521	Developmental Counseling	3
HDC 524	Career/Lifestyle Counseling	3
HDC 525	Alcoholism and Substance Abuse	3
HDC 533	Family Dynamics	3
HDC 543	Consultation and Crisis Intervention	3
HDC 546	Psychopathology and the DSM	3
HDC 575	Appraisal Techniques in Counseling	3
HDC 577	Research Methods	3
HDC 585	Comprehensive Examination Registration	1
HDC 587	Professional Experience: Practicum	3
HDC 590	Professional Experience: Internship	1-10
Concentration		12
<b>Total Hours</b>		<b>61</b>

<sup>1</sup> HDC 501 must be taken during the student's first semester.

## Master's Closure

In addition to course requirements, students are required to pass a comprehensive examination that tests knowledge from the department's required course work. Completion of the closure requirement is satisfied once a student registers for the comprehensive exam (HDC 585), and passes both the multiple choice and clinical case presentation portions of the examination. Students must register for the comprehensive exam during the last semester of their internship, and after completion of required HDC courses. Students must consult their advisors for further information on the master's closure requirement.

Students who take HDC 585 and do not pass both the multiple choice and clinical case presentation portion of the exam while enrolled must register for HDC 586 (zero credit hours, one billable hour) each fall and spring until the exam is passed. Students who do not pass the clinical case presentation portion of the exam must also enroll in one credit hour of HDC 590 and provide additional professional counseling services at an approved clinical site.

## Clinical Mental Health Counseling Concentration

Students pursuing careers in clinical mental health counseling should begin to explore relevant populations and settings when enrolled in HDC 501. Course assignments thereafter should be designed to develop knowledge and skills specific to the emphasis chosen. In order to develop and demonstrate skills unique to their selected concentration, clinical mental health counseling students must take HDC 542, HDC 544, and two elective courses within the department curriculum. Clinical experience placements for clinical mental health counseling students will take place in approved community agencies.

The Clinical Mental Health Counseling (CMHC) concentration within the HDC department includes four additional courses (12 credit hours) beyond the core curriculum of 49 credit hours for a total of 61 required credit hours.

## Requirements

### Core Curriculum

HDC 501	Fundamental Issues and Ethics in Counseling	3
HDC 511	Theories of Counseling	3
HDC 512	Prepracticum	3
HDC 513	Group Counseling	3
HDC 515	Multicultural Counseling	3
HDC 521	Developmental Counseling	3
HDC 524	Career/Lifestyle Counseling	3
HDC 525	Alcoholism and Substance Abuse	3
HDC 533	Family Dynamics	3
HDC 543	Consultation and Crisis Intervention	3
HDC 546	Psychopathology and the DSM	3
HDC 575	Appraisal Techniques in Counseling	3
HDC 577	Research Methods	3
HDC 585	Comprehensive Examination Registration	1
HDC 587	Professional Experience: Practicum	3
HDC 590	Professional Experience: Internship	1-6

### Concentration Requirements

HDC 542	Foundations of Clinical Mental Health Counseling	3
HDC 544	Social Justice and Advocacy in Counseling	3
Two elective HDC courses		6
<b>Total Hours</b>		<b>61</b>

## Marriage, Couple, and Family Counseling Concentration

Students pursuing careers in marriage, couple, and family counseling should begin to explore relevant populations and settings when enrolled in HDC 501. Course assignments thereafter should be designed to develop knowledge and skills specific to the emphasis chosen. In order to develop and demonstrate skills unique to their selected concentration, marriage, couple and family counseling students must take four specialization courses that emphasize working systemically within relational contexts. Clinical experience placements for marriage, couple, and family counseling students will take place in approved community agencies. Students enrolled in the marriage, couple, and family counseling concentration must complete a minimum of 120 hours of direct service in marriage, couple, or family counseling during their practicum and internship (combined). Consultation with the marriage, couple, and family counseling concentration coordinator is required to ensure curricular and clinical experience requirements are met.

The Marriage, Couple, and Family Counseling (MCFC) concentration within the HDC department includes four additional courses (12 credit hours) beyond the core curriculum of 49 credit hours for a total of 61 required credit hours.

### Requirements

#### Core Curriculum

HDC 501	Fundamental Issues and Ethics in Counseling	3
HDC 511	Theories of Counseling	3
HDC 512	Prepracticum	3
HDC 513	Group Counseling	3
HDC 515	Multicultural Counseling	3
HDC 521	Developmental Counseling	3
HDC 524	Career/Lifestyle Counseling	3
HDC 525	Alcoholism and Substance Abuse	3
HDC 533	Family Dynamics	3
HDC 543	Consultation and Crisis Intervention	3
HDC 546	Psychopathology and the DSM	3
HDC 575	Appraisal Techniques in Counseling	3
HDC 577	Research Methods	3
HDC 585	Comprehensive Examination Registration	1
HDC 587	Professional Experience: Practicum	3
HDC 590	Professional Experience: Internship	1-6

#### Concentration Requirements

HDC 534	Introduction To Family Counseling	3
HDC 537	Couple Counseling	3
HDC 545	Sexual Dysfunction and Family Violence	3
HDC 558	Theories of Family Counseling	3

<b>Total Hours</b>		<b>61</b>
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All course work should emphasize specialized knowledge and skills needed for a particular setting or client population.

## School Counseling Concentration

School counseling students seeking licensure as a school counselor in Illinois must successfully complete the ISBE-approved HDC master's degree in school counseling in order to receive the department's endorsement. Additionally, students must present passing scores on the Test of Academic Proficiency (or equivalent) and the School Counselor Content Test (i.e., Test #181) as per department policy.

The School Counseling concentration within the HDC department includes four additional HDC courses (12 credit hours) beyond the core curriculum of 49 credit hours for a total of 61 required credit hours.

### Requirements

#### Core Curriculum

HDC 501	Fundamental Issues and Ethics in Counseling	3
HDC 511	Theories of Counseling	3
HDC 512	Prepracticum	3
HDC 513	Group Counseling	3
HDC 515	Multicultural Counseling	3
HDC 521	Developmental Counseling	3
HDC 524	Career/Lifestyle Counseling	3
HDC 525	Alcoholism and Substance Abuse	3
HDC 533	Family Dynamics	3
HDC 543	Consultation and Crisis Intervention	3
HDC 546	Psychopathology and the DSM	3
HDC 575	Appraisal Techniques in Counseling	3
HDC 577	Research Methods	3
HDC 585	Comprehensive Examination Registration	1
HDC 587	Professional Experience: Practicum	3
HDC 590	Professional Experience: Internship <sup>1</sup>	1-6

#### Concentration Requirements

HDC 531	Developmental School Counseling	3
HDC 532	Critical Issues & Considerations in School Counseling (Critical Issues and Considerations in School Counseling)	3
HDC 535	Child and Adolescent Counseling	3
One elective HDC course		3

<b>Total Hours</b>		<b>61</b>
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<sup>1</sup> Within a school/K-12 setting.

In addition to required HDC course work, an applicant seeking initial school counselor licensure must complete a course in mental hygiene and/or personality dynamics (this can be met by the abnormal psychology prerequisite), a practicum in a school setting, and a 600-hour internship in a school setting. Students who wish to pursue this course of study should contact the school counseling concentration coordinator immediately upon acceptance into the program.



For students without a valid state of Illinois teaching license, the following four additional courses (or equivalent courses) are required to obtain the HDC department's endorsement:

## Requirements

### Required Courses

TEP 207	Foundations of American Education	3
Select one of the following:		3
TEP 222	Child Development for Teachers	
TEP 223	Adolescent Development for Teachers	
EDL 522	Legal Rights of Teachers, Parents, and Students in Educational Settings	4
TEP 315	Managing the Diverse Classroom	3
<b>Total Hours</b>		<b>13</b>

## College of Liberal Arts and Sciences

### Contact Information

**Website:** [www.uis.edu/clas/](http://www.uis.edu/clas/)

**Email:** [clas@uis.edu](mailto:clas@uis.edu)

**Office Phone:** (217) 206-6512

**Office Location:** UHB 3000

Lan Dong, Interim Dean

Tena Helton, Interim Associate Dean

The College of Liberal Arts and Sciences offers seven graduate degrees, plus several graduate certificates in a variety of disciplines that stress the ability to think critically and systematically about significant questions, to communicate effectively, and to reach well-researched and sustainable conclusions. The liberal arts and sciences adhere to a central academic value of education as freeing the human mind from prejudice and parochialism through reasoned discourse.

The College offers the graduate student opportunities for personal and professional enrichment in courses taught by faculty who are dedicated teacher-scholars. Many faculty members have achieved notoriety for excellence in the classroom and produced research in the form of books, articles, exhibits and performances. They are deeply involved in mentoring graduate research projects in the classroom, studio, laboratory, and the field. College disciplines are taught using state-of-the-art classrooms, computer labs, and dedicated spaces for clinical observation, performance practice, and media production. Students have ample opportunities to learn in field — at the campus observatory, the UIS Greenhouse, or the Therkildsen Field Station at Emiquon Preserve, for example. Co-curricular activities are plentiful with the Visual Arts Gallery, Music and Theatre performances, and a variety of student clubs and academic honor societies.

In addition to a university-wide emphasis on student-centered educational experiences, the College of Liberal Arts & Sciences has a mission to provide a broad education for success by encouraging student participation in an interdependent, diverse, and rapidly changing world where learners become leaders and citizens of transformation in their local and global communities.

## Athletic Training

### Contact Information

**Website:** [www.uis.edu/athletic-training](http://www.uis.edu/athletic-training)

**Email:** [athletictrainingmasters@uis.edu](mailto:athletictrainingmasters@uis.edu) (p. 1)

**Office Phone:** (217) 206-8414

**Office Location:** SLB 16B

- Masters Degree

The Master of Athletic Training Program (MATR) prepares highly qualified, multi-skilled allied healthcare professionals who collaborate with physicians to prevent, diagnose, and utilize therapeutic interventions and rehabilitation techniques to treat acute and chronic injuries and medical conditions. Students accepted into the MATR will gain strong foundational knowledge in the classroom, develop clinical competency in the clinical proficiency integration course series, experience diverse practice settings during the practicum rotations,

and create a personalized education by providing input on practicum placement.

Athletic Training programs are evaluated and accredited by the Commission on the Accreditation of Athletic Training Education (CAATE), which awarded the MATR accreditation in March 2021. Graduates of the MATR earn a Master of Athletic Training (MAT) degree and are eligible to sit for national Board of Certification (BOC) examination for Athletic Trainers.

### While enrolled in the MATR, the following Core Competencies are emphasized:

- Patient-Centered Care
- Inter-professional Practice and Inter-professional Education
- Evidence-Based Practice
- Quality Improvement
- Health Care Informatics
- Professionalism

## The Master's Degree

### Advising

All students are assigned academic advisors. Students must contact the department for initial advising to design an academic plan of study to fulfill their degree requirements, interests, and career goals. Students should consult with academic advisors each semester and especially before enrolling for their final semester. Students are also required to access the Degree Audit System throughout their college career to verify that degree requirements are being met. Refer to the program website to view the Sample Curriculum/ Program Guide.

### Grading Policy

Students in the MATR Program must maintain high academic standards to continue progressing through the program. In order to remain in good standing in the MATR Program students must:

1. Maintain at least a 3.0 (on a 4.0 scale) cumulative GPA
2. Earn a B or better in all MATR required course work (grades of B- or lower are not accepted)\*
3. Demonstrate satisfactory completion of all competencies, proficiencies, and curricular content standards associated with the didactic and clinical education components of the program
4. Maintain current CPR/AED for Professional Rescuer and Healthcare Provider or Basic Life Support for Health Care Providers certification
5. Successfully complete annual bloodborne pathogens, HIPAA, FERPA, and sexual harassment training
6. Maintain annual tuberculosis and influenza immunization requirements
7. Abide by the Policies and Procedures outlined in the MATR Student Handbook
8. Complete Criminal Background Checks as outlined

\*Required courses that are completed with a grade of B- or lower must be repeated. Students may repeat program courses for grade improvement only once. All courses required for the MATR are sequential. Repeating a course will result in the student being unable to progress in the program and the graduation date for the student will be postponed by at least one academic year. Students may

submit a Student Petition to use up to a maximum of three hours of C/C+/B- grade toward a single didactic (non-practicum) course in the degree. a Student Petition must be processed in the semester following the course in question.

## Requirements

### Required Courses

ATH 511	Foundations of Athletic Training Practice	3
ATH 512	Emergency Care	3
ATH 513	Applied Clinical Anatomy and Physiology I	2
ATH 515	Therapeutic Intervention Concepts	2
ATH 519	Athletic Training Practicum I	1
ATH 522	Lower Quarter Assessment and Management	3
ATH 524	Psychosocial Aspects in Athletic Training	1
ATH 525	Therapeutic Interventions I	3
ATH 527	Clinical Proficiency Integration I	1
ATH 528	Evidence-Based Research Methods	2
ATH 529	Athletic Training Practicum II	2
ATH 532	Upper Quarter Assessment and Management	3
ATH 533	Applied Clinical Anatomy and Physiology II	2
ATH 535	Therapeutic Interventions II	3
ATH 537	Clinical Proficiency Integration II	1
ATH 538	Applied Research I	1
ATH 539	Athletic Training Practicum III	2
ATH 541	Health, Wellness, and Exercise Applications for Athletic Training	2
ATH 542	Medical Conditions	3
ATH 545	Therapeutic Interventions III	2
ATH 549	Athletic Training Practicum IV	1
ATH 551	Advanced Techniques in Athletic Training Practice	2
ATH 552	Gait, Posture, and Movement Assessment	2
ATH 555	Therapeutic Interventions IV	2
ATH 556	Athletic Training Administration	3
ATH 557	Clinical Proficiency Integration III	1
ATH 559	Athletic Training Practicum V	2
ATH 561	Contemporary Management and Leadership in Healthcare	2
ATH 567	Clinical Proficiency Integration IV	1
ATH 568	Applied Research II	1
ATH 569	Athletic Training Practicum VI	3
<b>Closure</b>		
ATH 595	Graduate Seminar in Athletic Training <sup>1</sup>	2
<b>Total Hours</b>		<b>64</b>

<sup>1</sup> The comprehensive assessment exam within this course may be substituted with the Board of Certification (BOC) exam for Athletic Trainers if the BOC is taken and a passing score is received prior to the end of the semester.

## Continuous Enrollment

Students who take ATH 595 and do not pass the comprehensive assessment exam while enrolled must register for ATH 596 (zero credit hours, one billable hour) each fall and spring until the exam is passed.

# Communication

## Contact Information

**Website:** [www.uis.edu/communication](http://www.uis.edu/communication)

**Email:** [com@uis.edu](mailto:com@uis.edu)

**Office Phone:** (217) 206-6790

**Office Location:** UHB 3010

- Masters Degree

The graduate program in Communication has two main objectives:

1. Guide students in an intensive exploration of the structure and function of communication
2. Educate students in the methods and theory of communication inquiry

## The Master's Degree

Although 400-level courses are open to both B.A and M.A. candidates, graduate students enrolled in 400-level courses should expect more stringent grading standards and/or more assignments (and perhaps differently structured assignments) than undergraduates enrolled in the same courses.

## Advising

It is recommended each new graduate student should consult with a faculty advisor before initial registration. Academic advisors work with students to develop a tentative plan of study based on department requirements and on the students' personal interests.

## Grading Policy

No grade below B- in a Communication course may be applied toward the degree, and students who do not maintain a cumulative 3.0 GPA will be placed on academic probation. Communication courses to be counted toward the degree requirements may not be taken on a CR/NC basis except for COM 501.

Courses with a 300 course prefix number that advisors require of graduate students as prerequisites must be passed with a minimum grade of B (grades of B- or lower will not be accepted). Hours earned as prerequisites may not be counted toward the graduate degree.

**NOTE:** Students also should refer to the campus policy on Grades Acceptable Toward Master's Degrees section of this catalog.

## Requirements

### Core Requirements

COM 504	Introduction to Graduate Study in Communication <sup>2,3</sup>	4
COM 506	Research Methods in Communication <sup>2</sup>	4
500-level graduate seminars in Communication		12
Graduate-level COM courses (400- or 500-level)		12
Elective (400- or 500-level) <sup>1</sup>		4
COM 501	Closure Experience (minimum) <sup>2,4</sup>	4
<b>Total Hours</b>		<b>40</b>

- <sup>1</sup> If an elective is outside of Communication, it must be approved by a Student Petition with the Communication Department.
- <sup>2</sup> Students must complete department-required courses (COM 501, COM 504, and COM 506) at UIS to graduate. No waivers or substitutions are accepted.
- <sup>3</sup> No more than eight semester hours of graduate-level courses may be taken before taking COM 504, which is offered only in the fall semester.
- <sup>4</sup> A student may not register for COM 501 until they have registered for COM 506. COM 506 is offered only in the spring semester.

Additional courses may be required by the advisor, with department approval, in order to meet deficiencies.

### Important Course Information

All Communication M.A. candidates are required to complete at least 36 hours of graduate study in communication, including at least three 500-level graduate seminars. Graduate seminars are numbered 514 through 599.

**Course Repetition:** COM 570 and COM 580 may be taken for credit more than once provided the course topic is different each time. No more than eight semester hours of credit for COM 499 and COM 599 (tutorials) will be accepted for the degree. All other Communication courses may be repeated for grade improvement only once.

**Course Offerings:** Cross-listed courses may be accepted for the major. Students should be careful to register for the course with the appropriate department prefix (COM) to ensure that credit is received. Other courses may be accepted toward the major only through a Student Petition with the Communication Department.

### Master's Closure

In accordance with campus requirements, all graduate students must complete a closure experience (COM 501) consisting of one of the following: a thesis, a project, or comprehensive exams. The proposed thesis or project must be approved by a faculty committee before it is started. Students must have completed a minimum of 32 (preferably 36) credit hours to be eligible for comprehensive exams. Students write comprehensive exams over five areas during a two-day period. Comprehensive exams will be offered once every semester at a regularly scheduled time. More specific guidelines on any of the three options listed above are available from the Communication Department or from COM faculty.

Students must enroll for a total of four hours credit in the closure experience; however, they may accrue the total in increments. Campus policy requires that students be enrolled in at least one semester hour of closure experience for each fall and spring semester after they have begun their graduate closure exercise until that exercise is completed. For Communication students, this means that if the closure experience (thesis/project/comprehensive exams) has not been completed by the end of four continuous credit hours of enrollment in COM 501, students must register for COM 502 (zero credit hours, one billable hour) each regular semester (excluding summer terms) until the closure experience is completed.

## Computer Science

### Contact Information

**Website:** [www.uis.edu/csc](http://www.uis.edu/csc)

**Email:** [csc@uis.edu](mailto:csc@uis.edu)

**Office Phone:** (217) 206-6770

**Office Location:** UHB 3100

- Master of Science
- Graduate's Certificates (2)

## The Master's Degree

The M.S. degree in Computer Science is offered in an on-campus and an online format. The online Computer Science graduate curriculum has the same requirements as the on-campus curriculum, allowing students to actively participate in dynamic, diverse, and interactive online learning communities and to complete their degrees on their own time via the Internet. The online format enables students to complete course work using the latest networked information technologies for increased interaction with educational resources, advisors, and materials.

Applicants to the on-campus M.S. degree are accepted in fall, spring, and summer semesters. International on-campus applicants are accepted only in fall and spring semesters. The Computer Science Department, at its own discretion, may consider accepting students under conditional admission, thereby allowing students whose baccalaureate degrees are in disciplines other than Computer Science to complete program entrance requirements. A placement exam measuring programming skills and knowledge of Java is required for all conditionally admitted students. The exam will be administered during the first week of the semester and will determine if students will be required to take CSC 501.

Students have access to an outstanding variety of computing systems including a virtual server farm, a parallel processing cluster, and a hands-on network laboratory.

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

The Computer Science Department has been designated as a National Center of Academic Excellence in Cyber Defense Education. The National Security Agency (NSA) and the Department of Homeland Security (DHS) jointly sponsor the National Centers of Academic Excellence in Cyber Defense Education Program. The goal of this program is to reduce vulnerability in our national information infrastructure by promoting higher education and research in IA and producing a growing number of professionals with IA expertise in various disciplines.

Computer laboratories are open evenings and weekends; some systems are available 24 hours a day. On-campus students have high-speed, wired and wireless internet access. The virtual server farm hosts over 2,200 virtual machines that our online and on-campus students leverage to gain a better understanding of material presented in classes.



## Advising

On acceptance, students are assigned an academic advisor. Before registering for the first time, the student should discuss an appropriate course of study with the academic advisor.

## Grading Policy

Students must earn a grade of B- or better in all courses that apply toward the degree, and a cumulative 3.00 grade point average is required to graduate. In addition, graduate students who do not maintain a 3.00 grade point average will be placed on academic probation according to campus policy. Graduate students enrolled in 400-level courses should expect more stringent grading standards and/or additional assignments. Courses taken on a CR/NC basis will not count toward the degree.

## Transfer Courses

Transfer hours for the M.S. in Computer Science are limited to a minimum and maximum of four graduate semester hours with a grade of B or better. They will be evaluated on a case-by-case basis and approved by a Student Petition. Transferred hours will be counted in the 12 hours of 400 and above electives. Transfer students will be required to take a minimum of 16 hours of 500 level elective course work at UIS.

## Prerequisite Courses

Prerequisite courses may be taken at UIS or equivalent courses may be taken elsewhere. These courses will not count toward the graduate degree and must be completed before admission is granted.

### Required Courses

CSC 302	Discrete Structures	4
or MAT 302	Discrete Mathematics	
or MAT 114	Finite Mathematics and Its Applications	
CSC 225	Computer Programming Concepts I	3
CSC 275	Computer Programming Concepts II	3
CSC 376	Computer Organization	4
CSC 385	Data Structures and Algorithms	4
CSC 388	Programming Languages	4
CSC 389	Introduction to Operating Systems	4
MAT 113	Business Calculus	4
or MAT 115	Calculus I	
MAT 121	Applied Statistics	3
<b>Total Hours</b>		<b>33</b>

### Core Courses:

**Students must complete 32 hours of approved courses. No more than 12 hours of graduate level course work may be taken before a student is fully admitted to the program.**

**Course work must include:**

**CSC Electives**<sup>1,2</sup>

500-level CSC Courses	16	
400-level or higher CSC Courses	12	
CSC 540	Graduate Research Seminar	4
<b>Total Hours</b>	<b>32</b>	

<sup>1</sup> CSC electives must be approved by the student's academic advisor.

<sup>2</sup> Courses numbered CSC 442 or CSC courses that include "ECCE" in the title may not be counted.

## Master's Closure

Computer Science graduate students must complete a comprehensive closure exercise to demonstrate an ability to formulate, investigate, analyze, and report results on a problem in writing and orally. Computer Science master's degree candidates are expected to fulfill the campus closure requirement by earning a grade of B- or better in CSC 540. Students who have not made satisfactory progress in CSC 540 will be assigned a grade lower than B- and will have to re-register and re-take the course. Students who have made satisfactory progress in CSC 540, but who have not completed the final course documents can petition the department to complete the remaining documents by enrolling in CSC 541 (zero credit hours, one billable hour) each fall and spring semester until the final course documents are completed.

## Graduate Certificates

- Graduate Certificate in Information Assurance (p. 163)
- Graduate Certificate in Systems Security (p. 164)

The Computer Science Department offers a Graduate Certificate in Information Assurance and a Graduate Certificate in Systems Security.

The Computer Science certificates are designed to provide specialized knowledge and skills in each certificate area. Certificates are awarded on completion of the course work. Information for each is available from the Computer Science Department.

## Grading Policy

Candidates for the certificates will be expected to complete course requirements with a grade of B or better (grades of B- or lower will not be accepted).

## Online Degree

- Computer Science (p. 162)
- Graduate Certificate in Information Assurance (p. 163)
- Graduate Certificate in Systems Security (p. 164)

The online Computer Science graduate curriculum has the same requirements as the on-campus curriculum, allowing students to actively participate in dynamic, diverse, and interactive online learning communities and to complete their degrees on their own time via the Internet. The online format enables students to complete course work using the latest networked information technologies for increased interaction with educational resources, advisors, and materials.

## Graduate Certificate in Information Assurance

### Requirements

#### Required Courses

500-level Computer Science Information Assurance courses<sup>1</sup> 12

<sup>1</sup> All CSC course work must be approved by the student's academic advisor by a Student Petition.

# Graduate Certificate in Systems Security

## Requirements

### Required Courses

500-level graduate Computer Science Systems Security <sup>1</sup>

<sup>1</sup> All CSC course work must be approved by the student's academic advisor by a Student Petition.

## Data Analytics

### Contact Information

**Website:** [www.uis.edu/data-analytics](http://www.uis.edu/data-analytics)

**Email:** [dat@uis.edu](mailto:dat@uis.edu) ([csc@uis.edu](mailto:csc@uis.edu))

**Office Phone:** (217) 206-8338

**Office Location:** WUIS #3

- Masters Degree
- Graduate's Certificate

The M.S. in Data Analytics aims at providing an interdisciplinary approach to data analytics that covers both the foundational mathematical knowledge of data science and the computational methods and tools for preprocessing, interpreting, analyzing, representing, and visualizing data sets. The degree is offered in both on-campus and online\* formats. Applications are accepted each spring and fall semester. The Data Analytics program may, at its own discretion, accept new students in the summer semester, and consider accepting students under conditional admission, thereby allowing students to take classes at UIS to complete the program's entrance requirements. Upon the completion of all entrance requirements, the student will be fully admitted.

Students must have completed a course in data structures and algorithms to be considered for admission to the master's degree program.

We also offer the Data Analytics Graduate Certificate designed for students who would like to acquire the basic knowledge and skills required for data science professionals to boost their marketability. The certificate provides fundamental knowledge in pre-processing, cleaning, exploring and visualizing data and machine learning and predictive analysis as well as storage, management and analysis of big data.

## The Master's Degree

### Advising

On acceptance, students are assigned their academic advisor. Before registering for the first time, the student should discuss an appropriate course of study with the academic advisor.

### Grading Policy

Students must earn a grade of B- or better in all courses that apply toward the degree, and a cumulative 3.0 grade point average is

required to graduate. In addition, graduate students who do not maintain a 3.0 grade point average will be placed on academic probation according to campus policy. Graduate students enrolled in 400-level courses should expect more stringent grading standards and/or additional assignments. Courses taken on a CR/NC basis will not count toward the degree.

## Transfer Courses

Students are allowed to transfer a maximum of eight graduate semester hours with a grade of B or better. They will be evaluated on a case-by-case basis and approved by a Student Petition. Transfer students will be required to take a minimum of 28 credit hours of Data Analytics core and elective course work at UIS.

Students must complete 28 required credit hours and 8 elective credit hours to earn the Data Analytics degree while maintaining a minimum GPA of 3.0 on a scale of 4.0 as listed below.

## Requirements

### Prerequisites

CSC 225	Computer Programming Concepts I	3
CSC 275	Computer Programming Concepts II	3
CSC 302	Discrete Structures	4
CSC 385	Data Structures and Algorithms	4
DAT 332	Matrix Analysis and Numerical Optimization	4
or MAT 332	Linear Algebra	
MAT 113	Business Calculus	4
or MAT 115	Calculus I	
MAT 121	Applied Statistics	3

**Total Hours** **25**

### Required Courses

CSC 472	Introduction to Database Systems	4
DAT 502	Introduction to Statistical Computation	4
DAT 530	Advanced Statistical Methods	4
CSC 532	Introduction to Machine Learning	4
CSC 534	Big Data Analytics	4
CSC 535	Deep Learning	4
DAT 554	Data Analytics Capstone <sup>1</sup>	4

**Electives (Choose two)** **8**

DAT 444	Operations Research Methods	
or MAT 444	Operations Research Methods	
CSC 533	Data Mining	
CSC 561	NoSQL Databases	
CSC 562	Data Visualization	
CSC 570	Advanced Topics in Computer Systems	
CSC 572	Advanced Database Concepts	

**Total Hours** **36**

<sup>1</sup> The capstone project will draw upon the knowledge and skills learned throughout the entire curriculum and will ask students to apply the appropriate methods and tools for data analysis in a real-world organizational setting. The capstone course provides the opportunity to exercise different techniques for data storage, preprocessing, integration and analysis covered throughout the M.S. in Data Analytics curriculum in order to address business challenges. The students must provide a well-written report and an oral presentation to effectively communicate their findings.

## Graduate Certificate

- Graduate Certificate in Data Analytics

## Online Degree

- Data Analytics
- Graduate Certificate in Data Analytics

## English

### Contact Information

**Website:** [www.uis.edu/englishmodernlanguages](http://www.uis.edu/englishmodernlanguages)

**Email:** [eng@uis.edu](mailto:eng@uis.edu)

**Office Phone:** (217) 206-6779

**Office Location:** UHB 3050

- Graduate Certificate in Teaching English

## Graduate Certificate in Teaching English

***The program is not accepting applications for the Graduate Certificate in English at this time.***

This certificate is designed to provide specialized knowledge and skills concerning the teaching of English Studies in secondary institutions and at the college level. The curriculum is designed to provide both theoretical and applied knowledge of three specific content areas of English Studies vital to classroom instruction and curricular development: Composition, Literature, and Language. Upon completion of the four required courses and a practicum, students will receive a certificate. Because the certificate requires classroom teaching experience, it is offered on-ground. The certificate may be taken without pursuing a master's degree, or it may be incorporated into the M. A. in English.

Please note: *this certificate does not provide teaching certification, endorsement, or licensure for any state board of education.* However, the course of study may be particularly valuable for teachers who are already certified or licensed, e.g., for those who have a master's degree and want to teach dual-credit courses at the high school level, and/or those who plan to teach English at the lower-division/community college level.

## Grading Policy

Candidates for the certificate will be expected to complete course requirements with a grade of C+ or better; however, the cumulative grade point average earned must be at least 3.0 for the certificate to be awarded.

## Requirements

### Required Courses

ENG 501	Digital Humanities Research	4
ENG 550	Seminar: Topics in Teaching Writing	4
ENG 551	Teaching Literature	4
ENG 552	Sociolinguistics and English Studies	4
ENG 553	Teaching Practicum	2
<b>Total Hours</b>		<b>18</b>

## History

### Contact Information

**Website:** [www.uis.edu/history/](http://www.uis.edu/history/)

**Email:** [his@uis.edu](mailto:his@uis.edu) or [hisonline@uis.edu](mailto:hisonline@uis.edu)

**Office Phone:** (217) 206-6779

**Office Location:** UHB 3050

- Concentrations (3)

The M.A. in History emphasizes the development of analytical research skills necessary for studying the past. The curriculum focuses on the comprehension and appraisal of historiographical perspectives and debates, the methodologies and practices of research in primary sources, and the development of skills necessary for the interpretation of the past for a public audience. The program offers a choice among three areas of concentration: American History, European and World History, and Public History. The curriculum is designed to serve students with a variety of goals, including those interested in teaching; those pursuing careers with business, labor, or community organizations; those seeking employment in historical agencies, museums, historical societies, or archives; those desiring the intellectual stimulation of a challenging discipline; and those interested in continuing advanced education.

## The Master's Degree

The Master of History provides three concentration options for study:

- American History Concentration (p. 166)
- European and World History Concentration (p. 166)
- Public History Concentration (p. 167)

## Advising

During the first semester of study, each student is assigned an initial academic advisor who assists in defining career goals, selecting courses, and developing an education plan. However, students are free to change advisors and are encouraged to select thesis and project advisors who most closely fit their interests and with whom they can work most effectively. Students are strongly encouraged to consult with their advisor regularly, especially before enrolling for their first and last semesters. Questions about advising may be directed to the Department by email ([his@uis.edu](mailto:his@uis.edu)) or by phone at (217) 206-6779.

## Grading Policy

Students must earn a grade of B or better in all courses counting toward the master's degree. History graduate students may repeat

program courses for grade improvement only once. Students may also repeat a thesis or project defense only once.

**NOTE:** Students also should refer to the campus policy on Grades Acceptable Toward Master's Degrees section of this catalog.

### Graduate Credit for 400-Level Courses

Graduate students in the American and the European and World History concentrations may use no more than 12 hours of 400-level course work towards their degrees. Students in the Public History concentration may use no more than four hours of 400-level course work towards their degrees.

Graduate students enrolled in 400-level courses are expected to perform at a higher level than undergraduates and to complete extra work as defined by the instructor. Examples of such work include reading and reporting on material in addition to that required of undergraduate students, completing an annotated bibliography in the professional literature of the field, or meeting separately with the instructor to research a specified topic.

If a course has an "ECCE" designation, M.A. students need permission from the instructor to register and are encouraged to consult with their academic advisors about the suitability of the course.

### Master's Closure

To attain a master's degree, the student must complete a closure exercise appropriate to the chosen area of concentration. Candidates must successfully complete 12 hours of the core requirements (HIS 501, HIS 503, and one HIS 510 seminar) before enrolling in credit hours toward the closure requirement (HIS 560, HIS 570, or HIS 580).

The thesis (HIS 580) is a formal written presentation of historical research based on primary sources. The project (HIS 570) derives from an internship served with an historical agency or other entity. The position paper and historiography (HIS 560) is a thorough written examination and evaluation of the essential secondary sources devoted to a specifically defined topic.

The position paper and historiography is offered in the recognition that primary research facilities in European and world history topics pose difficulty of access. The student is encouraged to master the research and analysis undertaken by professional historians in these areas.

In each case, the student will defend the completed exercise before a committee comprised of at least three faculty members (two from the History Department, one from another academic program). The thesis or project must be successfully defended for the student to receive credit for the closure requirement. Students may repeat a defense only once, at the discretion of the committee.

## American History Concentration

The American History concentration stresses research and study of topics pertinent to the origins and development of the United States, the land, its people, and its place in the world.

### Requirements

#### American History Concentration Core Requirements

HIS 501	Graduate History Colloquium	4
HIS 503	Researching and Writing History	4

HIS 510	Graduate Readings Seminar <sup>1</sup>	4
HIS 510	Graduate Readings Seminar <sup>1</sup>	4
HIS 580	Thesis	8
Select one of the following:		4
HIS 502	Public History Colloquium	
HIS 504	American Material Life	
HIS 505	Historic Environmental Preservation	
HIS 507	Museum and Society	
Additional HIS 510		
HIS 515	History and Digital Media	
HIS 520	Oral History Methods	
Select three of the following: <sup>2</sup>		12
HIS 427	African-American History	
HIS 429	ECCE: Civil Rights Movement of the Twentieth Century	
HIS 431	Colonial America	
HIS 432	Revolutionary America	
HIS 433	United States, 1790-1840	
HIS 434	United States, 1840-1890	
HIS 435	United States, 1890-1945	
HIS 436	United States, 1945-Present	
HIS 437	The Sixties	
HIS 440	Topics In U.S. History	
HIS 441	The Civil War and Reconstruction	
HIS 442	American Urban History	
HIS 445	Intellectual Origins of the American Revolution	
HIS 446	American Political Thought from the Revolution to the 20th Century	
HIS 447	ECCE: Sports and US History	
HIS 450	Major Figures in History	
HIS 453/ AAS 403/ SWK 462/ WGS 403	ECCE: Women of Color and Minority Women	
HIS 454	ECCE: History of the Family	
HIS 455	Fashion History	
HIS 456	ECCE: Rebels and Revolutionaries: Female Activism in the United States	
Additional HIS 510		
Elective History Course (European, World, or Public history) <sup>2</sup>		4
<b>Total Hours</b>		<b>44</b>

<sup>1</sup> HIS 510 must be taken a minimum of two times; course topics vary. Master's students are encouraged to take graduate seminars.

<sup>2</sup> No more than 12 hours may be at the 400 level.

## European and World History Concentration

The European and World History concentration enriches students' experiences with in-depth study of the histories of regions and cultures beyond the United States. It provides students with broad comparative contexts for understanding local and global histories, and



helps students interpret the past through transnational, intercultural perspectives.

**NOTE:** UIS does not offer foreign languages instruction sufficient to qualify students in European or World History concentration for admission to most Ph.D. programs

## Requirements

### European and World History Concentration Core Requirements

HIS 501	Graduate History Colloquium	4
HIS 503	Researching and Writing History	4
HIS 510	Graduate Readings Seminar <sup>1</sup>	4
HIS 510	Graduate Readings Seminar <sup>1</sup>	4
HIS 560	Position Essay and Historiography	8
or HIS 580	Thesis	
Select one of the following:		4
HIS 502	Public History Colloquium	
HIS 504	American Material Life	
HIS 505	Historic Environmental Preservation	
HIS 507	Museum and Society	
HIS 508	Archival Management	
HIS 510	Graduate Readings Seminar <sup>2</sup>	
HIS 511	Museum/Historic Sites Methods	
HIS 515	History and Digital Media	
HIS 520	Oral History Methods	
Select three of the following: <sup>3</sup>		12
HIS 411	ECCE: Democracy and Democratic Theory	
HIS 412	Alexander the Great	
HIS 414	ECCE: Cleopatra's Egypt	
HIS 416	Rise of Rome	
HIS 417	Caesar to Charlemagne	
HIS 419	Egyptology	
HIS 424	Ancient Sport and Spectacle	
HIS 462	ECCE: Conflict in 19th Century Europe	
HIS 463	Europe In The 20th Century	
HIS 470	Topics in 20th Century World History	
HIS 471	ECCE: The Pacific War: World War II in East Asia	
HIS 472	Imperial Russia	
HIS 473	Russia from the Revolution to the New Cold War	
HIS 475	ECCE: Nationalism and Imperialism	
HIS 476	Modern China	
HIS 477	Premodern Japan	
HIS 479	ECCE: From Vikings to Hackers: A Pirate's World History	
HIS 480	Topics in Pre-Modern World History	
HIS/WGS 481	Women in Chinese and Japanese History	
HIS 482	Samurai in History and Romance	
HIS 485	Cold War and the Middle East	
HIS 487	History of Christmas	
HIS 488	Eastern Christianity	
HIS 510	Graduate Readings Seminar <sup>2</sup>	

Elective History Course (American or Public history) <sup>3</sup>	4
<b>Total Hours</b>	<b>44</b>

- <sup>1</sup> HIS 510 must be taken a minimum of two times; course topics vary. Master's students are encouraged to take graduate seminars.
- <sup>2</sup> Students may take up to two additional HIS 510 courses provided the topics are different.
- <sup>3</sup> No more than 12 hours may be at the 400 level.

## Public History Concentration

The Public History concentration stresses the blending of academic and applied history with intent to broaden public awareness of the value of studying the past.

### Requirements

#### Public History Concentration Core Requirements

HIS 501	Graduate History Colloquium	4
HIS 502	Public History Colloquium	4
HIS 503	Researching and Writing History	4
HIS 510	Graduate Readings Seminar <sup>1</sup>	4
HIS 510	Graduate Readings Seminar <sup>1</sup>	4
HIS 515	History and Digital Media	4
HIS 570	Public History Internship and Project	8
or HIS 580	Thesis	
Select two of the following:		8
HIS 504	American Material Life	
HIS 505	Historic Environmental Preservation	
HIS 507	Museum and Society	
HIS 508	Archival Management	
HIS 511	Museum/Historic Sites Methods	
HIS 520	Oral History Methods	
Elective History Course (American, European, World or Public history)		4
<b>Total Hours</b>		<b>44</b>

- <sup>1</sup> HIS 510 must be taken a minimum of two times; course topics vary. Master's students are encouraged to take graduate seminars.

## Liberal and Integrative Studies

### Contact Information

**Email:** Int@uis.edu  
**Office Phone:** (217) 206-6962  
**Office Location:** UHB 3038

- Masters Degree

Liberal and Integrative Studies is a graduate degree program built on more than 35 years of experience in individualized learning. The curriculum offers students the opportunity to design a degree consistent with their own educational goals, using available institutional and area resources. The department's major purpose is to serve students whose needs and objectives are best met by combinations of

courses or mixes of learning formats not available through established curricula.

The program structure emphasizes the integration of different disciplines using a variety of instructional methods to form a well-rounded and individualized academic experience. In addition to building essential skills and knowledge, the Liberal and Integrative Studies Department assists learners in deepening their understanding of the values, meanings, concerns, choices, and commitments that are fundamental for good citizenship and a flourishing life.

## The Master's Degree

**The program is not accepting applications for the Master of Arts in Liberal and Integrative Studies at this time.**

On entering the Liberal and Integrative Studies program, students must take LNT 501 where they design individualized degree proposals and assemble their degree committee. Each degree proposal is an individualized plan that is tailored to fit the particular goals, needs, and interests of the student. All degree proposals must be approved by the student's LNT degree committee. Self-assessment, independent study, multidisciplinary courses/studies, and credit for prior learning assessment are all course options that may be integrated within individual degree proposals. Student degree proposals must be interdisciplinary but may also focus on an area such as human resource development, global education, philosophy, women and gender studies, African-American studies, Liberty Studies, technology, or society and the law.

If a graduate applicant has a cumulative undergraduate grade point average of less than 2.50, (3.0 for the online degree), full admission to the program requires the completion of eight hours of course work at the graduate level with grades of B or better (grades of B- or lower will not be accepted). The department may stipulate whether these hours must be completed before enrolling in LNT 501. For such students, full admission to the program requires the successful completion of eight hours of work at the graduate level in addition to the completion of LNT 501. Graduate students may count a maximum of 12 semester hours in courses taken prior to starting the LNT Program.

## Advising

Students entering the LNT Program are initially advised by their instructor in LNT 501 and the department chair. After completing LNT 501 the student may request another LNT faculty member affiliated with the LNT Department to serve as his/her LNT advisor. During LNT 501, students will also find two academic committee members from the graduate faculty at UIS and, optionally, outside expert advisors and peer advisors to serve on the LNT Committee. These members of the student's LNT Committee serve as advisors, with the two academic committee members having primary responsibility for advising about academic matters, and the LNT advisor having primary responsibility for advising about process, department and university rules and procedures, and program resources. At any time, the Chair of the LNT Department may also be sought for advice.

## Grading Policy

LNT 521 is offered only on a CR/NC basis.

Graduate students are expected to maintain a minimum cumulative grade point average of 3.0 (B). University policy stipulates that

graduate students with less than a 3.0 GPA will be placed on academic probation for the first semester, and academic suspension for a second consecutive semester. Readmission to the program after suspension is at the department's discretion. A maximum of eight hours of C (2.0) grades is applicable to the degree (grades of C- or lower are not accepted), provided that a minimum GPA of 3.0 is reached at the time of graduation, an approved Student Petition is on file in the Office of Records and Registration, and if the C grade is approved by the student's entire degree committee.

Graduate students registering in 400-level courses are expected to perform at a higher level than undergraduates enrolled in the same course. Individual instructors in 400-level courses specify the criteria for awarding graduate-level credit. These criteria may be *qualitative* (higher standards for written work and/or contributions to group discussion) or *quantitative* (additional work or higher test scores).

**NOTE:** Students also should refer to UIS's policy on Grades Acceptable Toward Master's Degrees section of this catalog.

## Credit for Prior Learning

Students with extensive life and work experience may apply for graduate-level credit for these experiences through IPL 501. Students should review the Internships and Prior Learning website for information about the process.

## Requirements <sup>1</sup>

### Core Requirements

LNT 501	Graduate Colloquium	4
LNT 521	Liberal & Integrative Studies	3

### Independent Studies or Projects **3-12**

LNT 580	Individual Field Project <sup>2</sup>	
LNT 599	Independent Study: Tutorial <sup>2</sup>	

### Graduate Closure Project - select one **4-8**

LNT 550	Master's Project <sup>2</sup>	
LNT 560	Thesis <sup>2</sup>	

### Other courses

At least 12 hours must be at the 500-level	12
Other Degree Plan Hours	3-16

**Total Hours **29-55****

<sup>1</sup> In some instances, the interdisciplinary nature of the student's curriculum will suggest the need for educational experiences that total more than the required minimum number of credits. The final number of credit hours for the degree must be negotiated between the student and the degree committee at the time the degree proposal is approved. In no case, though, can the number of credit hours required be less than 42.

<sup>2</sup> There are no classroom meetings for these courses. Students sign independent study contracts with faculty sponsors.

## Master's Closure

After initial registration in LNT 550 or LNT 560, students must maintain registration in the closure activity. Students who have not completed their master's project or thesis after registering for the number of project or thesis hours specified in their degree proposal must register for LNT 551 or LNT 561 (zero credit hours, one billable hour) each fall and spring semester until the project or thesis is completed.

## Online Degree

- Liberal and Integrative Studies (p. 168)

## Women and Gender Studies

### Contact Information

**Website:** [www.uis.edu/wgs](http://www.uis.edu/wgs)

**Email:** [wms@uis.edu](mailto:wms@uis.edu)

**Office Phone:** (217) 206-6962

**Location:** UHB 3038

- Graduate Certificate

Women and Gender Studies combines the substance and methodologies of many disciplines as we study women and gender. Our goal is to introduce students to the basic approaches of this study in a variety of fields so that they will be prepared for the challenges of leadership in the 21st century. All students are welcome to take WGS classes as electives.

## Graduate Certificate

***The program is not accepting applications for the Women and Gender Studies graduate certificate at this time.***

This certificate is designed to enable students to develop a graduate-level understanding of women and gender. It may be taken without pursuing a master's degree or may be incorporated into a graduate degree.

The certificate will be particularly valuable in preparing students for careers that require expertise on gender. These include the broad areas of law and advocacy, healthcare and medicine, social work, education, counseling, human relations and resources, and government or public service. As the workplace and public life becomes increasingly complex and diverse, both the private and public sector want employees with sensitivity to gender and women's issues such as sexual harassment, flex-time, parental leave, violence against women, pay equity, and equal employment opportunities, to name a few.

Women and Gender Studies and other departments offer a large number of 400-level, cross-listed WGS courses and a small number of 500-level courses.

## Requirements

### Required Courses

WGS 501	Feminist Theories II	4
WGS graduate-level electives (400- or 500-level)	<sup>1</sup>	8-12
<b>Total Hours</b>		<b>12-16</b>

<sup>1</sup> The WGS 411 course is a prerequisite for WGS 501. If WGS 411 was completed as part of undergraduate course work, 12 hours of WGS graduate electives are required to complete the certificate. If WGS 411 is taken as part of the graduate certificate, eight hours of WGS graduate electives are required to complete the certificate.

# College of Public Affairs and Administration

## Contact Information

**Website:** [www.uis.edu/cpaa/](http://www.uis.edu/cpaa/)  
**Email:** [cpaa@uis.edu](mailto:cpaa@uis.edu)  
**Office Phone:** (217) 206-6523  
**Office Location:** PAC 430

Dr. Robert W. Smith, Dean

The faculty and staff of the College of Public Affairs and Administration serve UIS students through a tradition of excellence and emphasize the interdisciplinary, experiential, and professional natures of education in the public affairs fields. We serve the capital city, the state of Illinois, the nation, and the world instilling in our students a commitment to life-long educational learning, civic engagement, and public service. The faculty members of the College are innovators of the pedagogy and scholarship of public affairs. We are dedicated to excellent teaching, leading-edge scholarship, and public service, all of which further the public discourse, improve governmental processes, and enhance the quality of public policy outcomes.

The College offers educational opportunities for students at all levels, undergraduate through doctoral. We offer both degree and certificate programs in traditional classroom environments and through both fully-online and blended programs.

## Environmental Health

### Contact Information

**Website:** [www.uis.edu/public-health/](http://www.uis.edu/public-health/)  
**Email:** [mph@uis.edu](mailto:mph@uis.edu)  
**Office Phone:** (217) 206-6528  
**Office Location:** PAC 350

See Public Health (p. 188) in the graduate section in this catalog for policies and requirements.

The MPH-Environmental Health (EH) degree provided by the Department of Public Health offers cross-disciplinary education opportunities and intentional integration of science, technology, engineering, mathematics (STEM), and associated practices. The MPH-EH program is a STEM-Designated degree and accredited curriculum through the National Health Science and Protection Accreditation Council (EHAC).

## THE MASTER'S DEGREE

### Advising

Advising in the MPH Program provides an individual approach to the academic and professional development of each student. On admission, each student is assigned an advisor to assist with academic planning from the MPH faculty. Students must prepare an educational plan before registering for courses in order to map out progress through the degree consistent with career and personal goals. Students are not allowed to register until this educational plan is approved.

## Grading Policy

Students must maintain a B (3.0) or better cumulative average during their entire course of study. A maximum of eight hours of C (2.0) grades is applicable to the degree (grades of C- or lower are not accepted), provided that a minimum GPA of 3.0 is reached at time of graduation and an approved Student Petition is on file in the Office of Records and Registration. Courses taken on a CR/NC basis will not count toward the degree. Only pre-approved 400-level courses are permitted for use toward the degree.

NOTE: Students also should refer to the campus policy on Grades Acceptable Toward Master's Degrees section of this catalog.

The MPH-EH requires a minimum of 48 credit hours. The MPH-EH course work is comprised of 32 hours of core course work, 12 hours of concentration-specific core courses and 4 hours of elective course work for a total of 48 credit hours. The closure requirement for the MPH-EH will be a comprehensive examination.

## Requirements

### Core Courses

MPH 501	Introduction to Public Health	4
MPH 503	Biostatistics	4
MPH 506	Research Methods in Public Health	4
MPH 511	Epidemiology	4
MPH 521	Introduction to Environmental Health	4
MPH 531	Public Health Policy	4
MPH 561	Public Health Education	4
MPH 581	Internship <sup>1</sup>	4

### Major Specific Core

MPH 449	Environmental Toxicology	4
MPH 526	Risk Management and Communication	4
MPH 527	Environmental Risk Assessment	4

### Elective (Choose 1)

ENS 485	Environmental Policies: Water Quality	4
MPH 584	Air and Water Quality	
MPH 586	Solid and Hazardous Waste	
MPH 587	Food Safety Practice	
MPH 588	Occupational Safety and Health	

### Closure Exercise

MPH Comprehensive Examination <sup>2</sup>

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**Total Hours** **48**

- Students may submit a Student Petition to use PAD 561 as one hour toward the internship requirement.
- Students must complete the MPH Comprehensive Examination. No credit hours are awarded for completion of the exam. Students who do not complete the examination during their final semester of study must enroll in MPH 583 (zero credit hours, one billable credit hour) each regular semester (fall/spring) until they pass the exam.

## Master's Closure

Students in all degree programs offered through the MPH program take a comprehensive written examination based on a case study with questions designed to test students' ability to integrate the knowledge and skills they have gained from the curriculum. MPH students



complete an Integrative Learning Experience (i.e., MPH comprehensive exam) that demonstrates syntheses of foundational and concentration competencies designed by the Council of Education for Public Health. A student may request to take the comprehensive exam during the prior spring semester with a Student Petition.

A student must complete all core courses (except the internship) prior to taking the comprehensive exam, but may take the exam concurrently with electives or the internship during the last semester of study. When students need to take the comprehensive exam to graduate, the students must complete the comprehensive exam eligibility survey before the end of Week 3 of each semester except the summer semester. The student must successfully complete the exam within one year after competing course work for the degree. Students who do not successfully complete this examination during their final semester of study must enroll in MPH 583 (zero credit hour, one billable credit hour) each regular semester (fall/spring) until they pass the exam. Students must pass this exam within one year of completing course work with a maximum of three consecutive attempts.

## GRADUATE CERTIFICATE

- Graduate Certificate in Environmental Health (p. 171)

## Online Degree

The degree and certificate offered by the department may be completed on campus or may be taken entirely online.

## Graduate Certificate in Environmental Health

This graduate certificate is designed to provide opportunities for continuing education for health professionals without formal public health training, for those interested in life-long learning, and for mid-career professionals. Certificate course work may be taken either as a non-degree seeking student or in conjunction with other graduate work.

**Note:** Students enrolled in the MPH-General or MPH-EH are not eligible for the graduate certificate in Environmental Health. Students interested in a graduate public health degree with an environmental health emphasis must apply for the MPH-EH degree and they are NOT eligible for the graduate certificate in Environmental Health.

Students completing the Environmental Health graduate certificate will have basic skills necessary to understand the scope, values, goals and potential of environmental health and protection. This certificate will help prepare students who plan to sit for the Licensed Environmental Health Practitioner exam.

## Grading Policy

Students must complete the certificate course work with a B (3.0) or better average. One C (2.0) grade per certificate may be applied if a student has received a final GPA of at least 3.0 for certificate course work.

Students completing certificate course work must submit a completed education plan for signature of the advisor and the department chair.

## Requirements

### Required Courses

MPH 449	Environmental Toxicology	4
MPH 511	Epidemiology	4
MPH 521	Introduction to Environmental Health	4
MPH 527	Environmental Risk Assessment	4

**Total Hours** **16**

## Environmental Sciences

### Contact Information

**Website:** [www.uis.edu/environmental-studies](http://www.uis.edu/environmental-studies)

**Email:** [ens@uis.edu](mailto:ens@uis.edu)

**Office Phone:** (217) 206-7495

**Office Location:** PAC 350

- Master of Science
- Graduate Certificates
- Concentrations (3)

## Departmental Goals and Objectives

The mission of the Department of Environmental Studies is to provide students with the advanced interdisciplinary training necessary for addressing environmental problems. Graduates of the department are prepared for diverse careers in environmental fields.

The principal emphasis in the MS degree is on professional development. The graduate degrees are designed for those who intend to enter the job market for the first time, as well as for mid-career professionals. Faculty work with each student to create a specialized educational plan (developed before or during the first semester of study). Students should consult advising documents for their chosen degree and concentrations.

## The Master's Degree

Three concentrations are available:

- ES - General (p. 173)
- ES - Environmental Planning and Management (p. 173)
- ES - Sustainable Development and Policy (p. 173)

The curriculum for the MS in Environmental Sciences allows students to gain strong scientific understanding of ways to study, evaluate, and interpret environmental realities and their impacts, as well as to manage and mitigate environmental problems. Objectives are to enable students to:

1. Develop a basic literacy in the natural and social sciences and the humanities as they contribute to an understanding of environmental issues
2. Critically analyze environmental problems
3. Identify, research, and evaluate environmental problems
4. Compare, contrast, implement, and manage short- and long-term solutions to environmental problems. The department recommends that students interested in the Environmental Sciences degree have prior knowledge of chemistry, algebra, statistics, and biology

## Advising

All new on-ground students must participate in a graduate student orientation before their first semester. New online students must complete a similar orientation online. In conjunction with his or her academic advisor, each student must prepare an educational plan before or during completion of the first semester of study. The educational plan is submitted to the department chair for final approval.

## Grading Policy

Students must maintain a cumulative GPA of 3.0 on a scale during their course of study. A maximum of four hours of C (2.0) grades (a grade of C- or lower will not be acceptable) is applicable to an ENS degree, provided each hour of C is balanced by an hour of A (a grade of A- will not be accepted), and an approved Student Petition is on file in the Office of Records and Registration. Failure to maintain an overall graduate grade point average of 3.0 or higher will result in initiation of academic dismissal by the Department of Environmental Studies. Courses that are offered on a letter-grade basis must be taken for a letter grade.

Students also should refer to the campus policy on Grades Acceptable Toward Master's Degrees section of this catalog.

## Requirements

### Core Courses

ENS 551	Environmental Natural Sciences	4
ENS 552	Environmental Social Sciences and Humanities	4
ENS 553	Research Methods in Environmental Science	4

**Concentration Requirements and Electives** 24

**Closure** 4

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**Total Hours** 40

## Educational Plan

Development of an educational plan is a key activity through which student and academic advisor identify course work appropriate for the student's background, aspirations, and needs. The plan indicates the courses for the chosen degree and concentration, and is developed prior to or during the first semester of study. Upon completion of the plan the advisor and Department chair review the plan. Minor amendments (such as electives) may be made during the course of study with approval of the academic advisor; significant changes in direction (changes between concentrations or degrees) also require the approval of the Department chair and necessitate a Change of Curriculum form. Variances from Department requirements must be indicated and approved through a Student Petition.

## Master's Closure

MS candidates, with the assistance of their advisors and graduate committees, are required to complete one of the three available closure options. For some ENS students, the culminating experience of graduate-level work is a formal thesis. Other ENS students develop a substantial and carefully-designed graduate project, such as an interpretive plan for a nature center, an exhibit for a museum or visitors' center, a film or multimedia show with supportive materials, or a finished and well-researched draft of environmental legislation or policy. ENS students are required to present and defend their thesis/graduate project proposal and completed thesis/graduate project before the graduate committee. The third closure option

is the Capstone Closure course. The Capstone Closure option is not available to students in the General Environmental Science Concentration. The Capstone Closure option involves the completion of a 240-hour professional internship while enrolled in ENS 550. Before enrolling in ENS 550, capstone students must identify a suitable internship site and develop an internship plan in consultation with their internship site supervisor and the capstone instructor. The capstone instructor determines whether the proposed internship activities and learning goals meet departmental standards. Prior approval of the internship plan is required in order to register for ENS 550. While enrolled in ENS 550, students submit regular progress reports and complete a final capstone presentation and a comprehensive final capstone report summarizing and analyzing their accomplishments and learning experiences during the internship.

Students enroll for thesis or graduate project credit hours with the approval of their thesis/graduate project advisor. Students must enroll in a total of four credit hours of closure; however, they may accrue the total in increments (thesis and graduate project only). Once students begin taking closure hours, they are required by campus policy to be enrolled in at least one closure hour per regular semester (fall and spring) until the four-credit hour closure requirement is completed. If the closure exercise is not completed by the time four credit hours have been completed, students must register for zero credit hours (one billable hour) of ENS 511, ENS 529, or ENS 557 (as applicable) in all subsequent regular semesters (fall and spring) until the closure exercise is completed.

## Graduate Certificate

- Graduate Certificate in Geographic Information Systems (p. 174)

## Online Degree

- Environmental Sciences (p. 171)
- ES - General (p. 173)
- ES - Environmental Planning and Management (p. 173)
- ES - Sustainable Development and Policy (p. 173)
- Graduate Certificate in Geographic Information Systems (GIS) (p. 174)

Students interested in the MS in Environmental Sciences can obtain their degree online with the same curricula as the on-campus programs. Students must apply specifically for the online degree. Applicants to the MS General Environmental Sciences Concentration must have the approval of a research advisor before their application will be considered. Applicants to the MS in Sustainable Development and Policy or the MS in Environmental Planning and Management do not need prior approval from a research advisor in order to apply.

This format allows students to complete their degree from any location in the world while participating in a dynamic online community with instructors dedicated to their success. The online MS program contains the same curricula as the on-campus program and is mostly taught by on-campus faculty members.

## Environmental Planning and Management Concentration

This curriculum prepares students for professional positions in environmental planning and management. Objectives are to enable students to:

1. Understand principles and practices of environmental planning and management
2. Analyze United States' environmental policies as they relate to environmental planning
3. Apply tools and techniques for preparing and implementing effective environmental plans
4. Evaluate effectiveness of environmental management plans

### Requirements

#### Core Requirements

ENS 551	Environmental Natural Sciences	4
ENS 552	Environmental Social Sciences and Humanities	4
ENS 553	Research Methods in Environmental Science	4

#### Concentration Courses

ENS 403	Transportation: Problems and Planning Procedures	4
or ENS 501	Land Use and Environmental Planning	
ENS 404	Fundamentals of Geographic Information Systems	4
or ENS 503	Advanced GIS Applications	
ENS 587	Natural Resources: Policy and Administration	4

#### Elective Courses

Select electives in consultation with academic advisor.	12
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#### Closure - Choose 1

ENS 510	Thesis	4
ENS 520	Graduate Project	
ENS 550	Capstone Closure	

<b>Total Hours</b>	<b>40</b>
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## General Concentration

The curriculum for the MS in Environmental Sciences allows students to gain strong scientific understanding of ways to study, evaluate, and interpret environmental realities and their impacts, as well as to manage and mitigate environmental problems. Objectives are to enable students to:

1. Develop a basic literacy in the natural and social sciences and the humanities as they contribute to an understanding of environmental issues
2. Critically analyze environmental problems
3. Identify, research, and evaluate environmental problems
4. Compare, contrast, implement, and manage short- and long-term solutions to environmental problems. The department recommends that students interested in the Environmental Sciences degree have prior knowledge of chemistry, algebra, statistics, and biology

## Requirements

#### Core Requirements

ENS 551	Environmental Natural Sciences	4
ENS 552	Environmental Social Sciences and Humanities	4
ENS 553	Research Methods in Environmental Science	4

#### General Environmental Sciences Concentration <sup>1</sup>

Select electives in consultation with academic advisor	24
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#### Closure

ENS 510	Thesis	4
or ENS 520	Graduate Project	

<b>Total Hours</b>	<b>40</b>
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- <sup>1</sup> Provides students with competency in research and management of interactions among physical, chemical, and biological systems in the environment.

## Sustainable Development and Policy Concentration

This concentration explores theories of sustainable development and policy in order to:

1. Understand the historical context and critically evaluate the current framework of natural resources and environmental policy
2. Gain a comprehensive understanding of the conceptual elements of sustainability
3. Communicate and evaluate issues in sustainable development policies and practices
4. Examine how shifts in natural resources and environmental policy might contribute to sustainable development

### Requirements

#### Core Requirements

ENS 551	Environmental Natural Sciences	4
ENS 552	Environmental Social Sciences and Humanities	4
ENS 553	Research Methods in Environmental Science	4

#### Concentration Courses

ENS 571	Sustainable Development	4
ENS 581	Environmental Policy and Analysis	4
ENS 587	Natural Resources: Policy and Administration	4

#### Elective Courses

Select electives in consultation with academic advisor	12
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#### Closure - Choose 1

ENS 510	Thesis	4
ENS 520	Graduate Project	
ENS 550	Capstone Closure	

<b>Total Hours</b>	<b>40</b>
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## Graduate Certificate in Geographic Information Systems (GIS)

The graduate certificate in Geographic Information Systems (GIS) is designed to provide students with a broad array of geospatial analytical skills which will be applicable to both academic and practice-oriented careers. The graduate certificate is available to both on-campus and online students. It is not necessary for a student to pursue a degree at UIS to earn the certificate. Degree-seeking students may apply credits required for the certificate to the MS in Environmental Sciences.

### Grading Policy

Candidates for the certificate must complete each required course with a grade of B or better (a grade of B- is not acceptable).

#### Required Courses

ENS 404	Fundamentals of Geographic Information Systems <sup>1</sup>	4
ENS 405	Fundamentals of Remote Sensing <sup>2</sup>	4
ENS 503	Advanced GIS Applications	4
<b>Total Hours</b>		<b>12</b>

<sup>1</sup> Applicants who took the introductory GIS course previously may submit a Student Petition to replace ENS 404

<sup>2</sup> ENS 405 can be substituted with an appropriate course with the approval of GIS Director

## Human Services

### Contact Information

**Website:** [www.uis.edu/humanservices/](http://www.uis.edu/humanservices/)

**Email:** [hms@uis.edu](mailto:hms@uis.edu)

**Office Phone:** (217) 206-6908

**Office Location:** PAC 338

- Concentrations (5)
- Graduate Certificates (4)
- Joint Degree

### Professional Development Sequence in Gerontology (blended format)

The Human Services Department offers a 16-hour professional development sequence in gerontology. The sequence is designed for individuals who already have one graduate degree and are working in some capacity with the elderly or who otherwise desire or need basic graduate-level course work in gerontology. Contact the Human Services Program for more information.

### The Master's Degree

The Master of Human Services provides five concentration options for study:

- Alcoholism and Substance Abuse Concentration (p. 175)
- Child and Family Studies Concentration (p. 175)
- Gerontology Concentration (p. 176)
- Nursing Home Administration Concentration (p. 176)
- Social Services Administration Concentration (p. 176)

### Accreditation

The Human Services Alcohol and Substance Abuse concentration is accredited by the Illinois Alcohol and Other Drug Abuse Professional Certification Association (IAODAPCA).

### Advising

The Human Services faculty has a professional and ethical obligation to conduct continual assessment with students so they are aware of limitations that may impede their future success. Moreover, the faculty has an obligation not to admit or to remove from candidacy any student who does not meet these requirements.

### Grading Policy

Graduate students must earn a grade of B (3.0) or better in each course (grades of B- or lower will not be accepted).

**NOTE:** Students also should refer to the campus policy on Grades Acceptable Toward Master's Degrees section of this catalog.

### Internship

The four-credit hour internship is designed to provide an opportunity for students to integrate knowledge and skills gained in courses into



direct practice. The internship consists of intensive work experiences with supervision (100 work hours for each academic hour) in a human services environment (500 hours are required for students in the Alcoholism and Substance Abuse Concentration).

Students with three years of supervised full-time experience in their designated human services field may, with approval of their academic advisor, submit a Student Petition to substitute four hours of regular course work for the internship.

## Requirements

### Core Requirements <sup>1</sup>

HMS 501	Critical Perspectives in Human Services	4
HMS 502	Interviewing and Assessment Skills in Human Services	4
HMS 511	Social Policy and Human Services	4
HMS 516	Ethics and Professional Development	4
HMS 550	Internship	4
HMS 585	HMS Capstone	4
HMS 586	HMS Capstone Continuing Enrollment <sup>2</sup>	0
<b>Total Hours</b>		<b>24</b>

<sup>1</sup> Offered online each fall and spring semester.

<sup>2</sup> Zero credit hour/one billable hour each fall and spring semester until completion.

HMS 580 is available with permission from the HMS department for those students who enrolled in the graduate degree program during the time when the project/thesis were used as the closure options.

## Master's Closure

Taken during the last semester of studies, HMS 585 helps students complete their Capstone. It integrates learning from core and concentration courses and further prepares students to use best practices. To receive credit, students must present their Capstone project to a faculty committee, and obtain formal committee approval.

HMS 580 is available with permission from the HMS department for those students who enrolled in the graduate degree program during the time when the project/thesis were the closure options.

## Graduate Certificate

- Graduate Certificate in Alcohol and Substance Abuse (p. 177)
- Graduate Certificate in Gerontology
- Graduate Certificate in Human Services Fundraising (p. 177)
- Graduate Certificate in Nursing Home Administration (p. 177)

## Online Degree

- Child and Family Studies Concentration (p. 175)
- Social Services Administration Concentration
- Graduate Certificate in Gerontology
- Graduate Certificate in Human Services Fundraising (p. 177)

- Graduate Certificate in Nursing Home Administration (p. 177)

## Joint Degree

- Human Services/Public Health (HMS/MPH) Joint Degree (p. 177)

## Alcoholism and Substance Abuse Concentration

The Illinois Alcohol and Other Drug Abuse Professional Certification Association, Inc., has accredited the alcohol and substance abuse concentration in the M.A. in Human Services. Students who successfully complete this concentration may be eligible to take the certifying examination for IAODAPCA. Students seeking admission to this concentration must have a two-year history of sobriety.

## Requirements

### Core Requirements <sup>1</sup>

HMS 501	Critical Perspectives in Human Services	4
HMS 502	Interviewing and Assessment Skills in Human Services	4
HMS 511	Social Policy and Human Services	4
HMS 516	Ethics and Professional Development	4
HMS 550	Internship	4
HMS 585	HMS Capstone	4
HMS 586	HMS Capstone Continuing Enrollment <sup>2</sup>	0

### Concentration Requirements

HMS 521	Advanced Interviewing and Intervention	4
HMS 525	Alcoholism and Substance Abuse	4
HMS 527	Assessment and Treatment of Substance Abuse	4
HMS 528	Dual Diagnosis and Relapse Prevention	4
Elective <sup>3</sup>		4
<b>Total Hours</b>		<b>44</b>

<sup>1</sup> Offered online each fall and spring semester.

<sup>2</sup> Zero credit hour/one billable hour each fall and spring semester until completion.

<sup>3</sup> Students must receive approval from their academic advisor for elective courses.

## Child and Family Studies Concentration

## Requirements

### Core Requirements <sup>1</sup>

HMS 501	Critical Perspectives in Human Services	4
HMS 502	Interviewing and Assessment Skills in Human Services	4
HMS 511	Social Policy and Human Services	4
HMS 516	Ethics and Professional Development	4
HMS 550	Internship	4
HMS 585	HMS Capstone	4
HMS 586	HMS Capstone Continuing Enrollment <sup>2</sup>	0

### Concentration Requirements

HMS 521	Advanced Interviewing and Intervention	4
HMS 525	Alcoholism and Substance Abuse	4
HMS 533	Child Abuse And Neglect	4
HMS 537	Treating Children from Diverse Populations	4
HMS 567	Family Dynamics and Intervention	4
<b>Total Hours</b>		<b>44</b>

<sup>1</sup> Offered online each fall and spring semester.

<sup>2</sup> Zero credit hour/one billable hour each fall and spring semester until completion.

## Gerontology Concentration

### Requirements

#### Core Requirements <sup>1</sup>

HMS 501	Critical Perspectives in Human Services	4
HMS 502	Interviewing and Assessment Skills in Human Services	4
HMS 511	Social Policy and Human Services	4
HMS 516	Ethics and Professional Development	4
HMS 550	Internship	4
HMS 585	HMS Capstone	4
HMS 586	HMS Capstone Continuing Enrollment <sup>2</sup>	0
<b>Total Hours</b>		<b>24</b>

#### Concentration Requirements

HMS 509	Survey of Aging through Films	4
HMS 512	Neurobiological Health and Wellness in Aging	4
HMS 513	Aging and the Family	4
HMS 532	The Psycho-Social Aspects of Aging in the 21st Century	4
HMS 563	Sociology of Death, Dying, and Bereavement	4

#### Elective <sup>3</sup>

**Total Hours** 20

<sup>1</sup> Offered online each fall and spring semester.

<sup>2</sup> Zero credit hour/one billable hour each fall and spring semester until completion.

<sup>3</sup> Students must receive approval from their academic advisor for elective course.

The Human Services Program also offers a 16-hour professional development sequence in gerontology consisting of the following courses:

### Requirements

HMS 508	Psychology Of Aging	4
HMS 529	Perspectives on Aging	4
HMS 563	Sociology of Death, Dying, and Bereavement	4
HMS 582	Aging And The Human Services	4
<b>Total Hours</b>		<b>16</b>

## Nursing Home Administration Concentration

### Requirements

#### Core Requirements <sup>1</sup>

HMS 501	Critical Perspectives in Human Services	4
HMS 502	Interviewing and Assessment Skills in Human Services	4
HMS 511	Social Policy and Human Services	4
HMS 516	Ethics and Professional Development	4
HMS 550	Internship	4
HMS 585	HMS Capstone	4
HMS 586	HMS Capstone Continuing Enrollment <sup>2</sup>	0

#### Concentration Requirements

HMS 514	Staff Development and Supervision	4
HMS 532	The Psycho-Social Aspects of Aging in the 21st Century	4
HMS 541	Senior Care Administration	4
HMS 589	Financial Management in the Nonprofit Sector	4
Elective (Choose one) <sup>3</sup>		4
HMS 511	Social Policy and Human Services	
HMS 513	Aging and the Family	

**Total Hours** 44

<sup>1</sup> Offered online each fall and spring semester.

<sup>2</sup> Zero credit hour / one billable hour for each fall and spring semester until completion.

<sup>3</sup> Students must receive approval from their academic advisor for elective course.

## Social Services Administration Concentration

### Requirements

#### Core Requirements <sup>1</sup>

HMS 501	Critical Perspectives in Human Services	4
HMS 502	Interviewing and Assessment Skills in Human Services	4
HMS 511	Social Policy and Human Services	4
HMS 516	Ethics and Professional Development	4
HMS 550	Internship	4
HMS 585	HMS Capstone	4
HMS 586	HMS Capstone Continuing Enrollment <sup>2</sup>	0

#### Concentration Requirements

HMS 514	Staff Development and Supervision	4
HMS 538	Social Services Administration	4
HMS 584	Introduction to Nonprofit Management	4
HMS 588	Grant Writing in Human Services	4

#### Elective (Choose One) <sup>3</sup>

HMS 525	Alcoholism and Substance Abuse	
HMS 529	Perspectives on Aging	
HMS 589	Financial Management in the Nonprofit Sector	

HMS 591	Fundraising in the Nonprofit Sector	
<b>Total Hours</b>		<b>40</b>

- <sup>1</sup> Offered online each fall and spring semester
- <sup>2</sup> Zero Credit hour/one billable hour each fall and spring semester until completion
- <sup>3</sup> Students must receive approval from their academic advisor for this elective course

## Graduate Certificate in Alcohol and Substance Abuse

The Human Services Department offers a Graduate Certificate in Alcohol and Substance Abuse to provide education to individuals who wish to become certified in the substance abuse counseling profession, but who do not wish to complete a formal degree program. On completion of the required 20 semester hours of courses, students may take the Certified Alcohol and Other Drug Abuse Counselor (CADAC) exam through the Illinois Alcohol and Other Drug Abuse Professional Certification Association (IAODAPCA). Students seeking admission to this certificate must have a two-year history of sobriety and an undergraduate degree in social work or behavioral science.

Students must earn a grade of B (3.0) or better in each course (grades of B- or lower will not be accepted).

### Requirements

#### Required Courses <sup>1</sup>

HMS 502	Interviewing and Assessment Skills in Human Services	4
HMS 525	Alcoholism and Substance Abuse	4
HMS 527	Assessment and Treatment of Substance Abuse	4
HMS 528	Dual Diagnosis and Relapse Prevention	4
HMS 550	Internship (500 hours)	4
<b>Total Hours</b>		<b>20</b>

- <sup>1</sup> Prerequisite course for this certificate program is a lifespan or human development course.

## Graduate Certificate in Gerontology

The Certificate in Gerontology prepares students to critically analyze the policies and programs for older adults, with the goal of improving operations and addressing gaps in services.

### Requirements

HMS 509	Survey of Aging through Films	4
HMS 512	Neurobiological Health and Wellness in Aging	4
HMS 532	The Psycho-Social Aspects of Aging in the 21st Century	4
HMS 585	HMS Capstone	4
<b>Total Hours</b>		<b>16</b>

## Graduate Certificate in Human Services Fundraising

The Department of Human Services offers a post-baccalaureate certificate entitled Fundraising in the Nonprofit sector. Fundraising is integral to the sustainability of nonprofits organizations large and small. HMS 591, Fundraising in the Nonprofit Sector, addresses critical practices and fundraising programs commonly seen in nonprofit organizations. This course covers topics that include principles of fundraising, gift giving, cause-related fundraising events, online fundraising, planned-giving, managing fundraising, volunteers and legal and ethical issues. The 16-Credit hour certification is linked to national certification as a Certified Fundraising Executive.

### Requirements

HMS 538	Social Services Administration	4
HMS 588	Grant Writing in Human Services	4
HMS 589	Financial Management in the Nonprofit Sector	4
HMS 591	Fundraising in the Nonprofit Sector	4
<b>Total Hours</b>		<b>16</b>

## Graduate Certificate in Nursing Home Administration

The Nursing Home Administration Certificate program not only prepares students for their licensure through the Illinois Department of Professional Regulation but also builds competencies for addressing the challenges inherent in aging, including ageism, implicit bias, policy & procedural skills and critical resource development. Courses are consistent with the National Association of Long-Term Care Administrators Boards (NAB) which is a national licensing board approving graduates to become Licensed Nursing Home Administrators.

### Requirements

HMS 513	Aging and the Family	4
HMS 532	The Psycho-Social Aspects of Aging in the 21st Century	4
HMS 541	Senior Care Administration	4
HMS 589	Financial Management in the Nonprofit Sector	4
<b>Total Hours</b>		<b>16</b>

## Human Services/Public Health (HMS/MPH) Joint Degree

The UIS Departments of Public Health and Human Services have an articulation agreement that allows interested students to obtain a joint master's degree in Public Health and Human Services (MPH/HMS). Although many courses are offered online, the MPH/HMS joint degree is classified as an on campus joint degree. The HMS/MPH joint degree is a 76 credit hour master's degree option that requires students to take 40 credit hours from MPH and 32 credit hours from HMS, plus a 4 credit hour internship from the MPH program. Students take core classes from both HMS and MPH, as well as concentration and elective courses. Closure exercises from both departments are required. All prerequisites from each department apply. Interested

students must meet with an academic advisor prior to enrolling. Students must submit a graduation application for each degree by the applicable deadline and will earn two separate degrees.

## Requirements

### Core Requirements

#### HMS Core Courses

HMS 501	Critical Perspectives in Human Services	4
HMS 502	Interviewing and Assessment Skills in Human Services	4
HMS 511	Social Policy and Human Services	4
HMS 516	Ethics and Professional Development	4

#### MPH Core Courses

MPH 501	Introduction to Public Health	4
MPH 503	Biostatistics	4
MPH 506	Research Methods in Public Health	4
MPH 511	Epidemiology	4
MPH 521	Introduction to Environmental Health	4
MPH 531	Public Health Policy	4
MPH 561	Public Health Education	4

#### Internship Requirement

MPH 581	Internship <sup>1</sup>	4
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#### MPH Concentration Courses

##### Social Determinants of Health (Required) 4

MPH 541	Social Determinants of Health	4
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##### Advanced Epidemiology (Select one course from the following) 4

MPH 512	Epidemiology of Infectious Diseases	
MPH 513	Epidemiology of Chronic Diseases	
MPH 514	Analytical Epidemiology	

##### Advanced Public Health Policy (Select one course from the following)

MPH 508	Program Evaluation for Public Health	
MPH 575	Health Economics	
MPH 585	Introduction to Health Services and Administration	

#### HMS Electives

##### Select three courses from one of the following concentrations: 12

##### Alcohol and Substance Abuse (blended curriculum)

HMS 521	Advanced Interviewing and Intervention	
HMS 525	Alcoholism and Substance Abuse	
HMS 527	Assessment and Treatment of Substance Abuse	
HMS 528	Dual Diagnosis and Relapse Prevention	

##### Child and Family Studies (blended curriculum)

HMS 521	Advanced Interviewing and Intervention	
HMS 525	Alcoholism and Substance Abuse	
HMS 533	Child Abuse And Neglect	
HMS 537	Treating Children from Diverse Populations	
HMS 567	Family Dynamics and Intervention	

##### Gerontology (Blended curriculum)

HMS 508	Psychology Of Aging	
HMS 529	Perspectives on Aging	

HMS 563	Sociology of Death, Dying, and Bereavement	
HMS 582	Aging And The Human Services	
<b>Social Service Administration (online curriculum)</b>		
HMS 514	Staff Development and Supervision	
HMS 538	Social Services Administration	
HMS 584	Introduction to Nonprofit Management	
HMS 588	Grant Writing in Human Services	
<b>HMS Closure</b>		
HMS 585	HMS Capstone	4
MPH Comprehensive Examination Closure <sup>2</sup>		0
<b>Total Hours</b>		<b>76</b>

<sup>1</sup> Students in the joint MPH/HMS degree are required to complete 400 contact hours for the internship

<sup>2</sup> Students MUST complete the MPH Comprehensive Examination. No credit hours are awarded for completion of the exam. Students who do not complete the examination during their final semester of study must enroll in MPH 583 (zero credit hours, one billable credit hour) each regular semester (fall/spring) until they pass the exam.



# Legal Studies

## Contact Information

**Website:** [www.uis.edu/legal-studies](http://www.uis.edu/legal-studies)

**Email:** [les@uis.edu](mailto:les@uis.edu) or [les-online@uis.edu](mailto:les-online@uis.edu)

**Office Phone:** (217) 206-6535

**Office Location:** PAC 350

- Master of Arts

Many professionals need a comprehensive understanding of the legal system. The Master of Arts in Legal Studies addresses these needs within the framework of an interdisciplinary liberal arts education.

M.A. students work with professors, not teaching assistants. We offer small class sizes to facilitate learning and clinical education opportunities. M.A. students tailor their degrees to suit their needs and interests.

Both the blended and the online Master of Arts Degree in Legal Studies degrees allow students to gain professional skills, as well as study legal theory and the role of law in American society. The Legal Studies M.A. provides students with a broad general understanding of the legal system, how it works, how it interrelates with societal change, and how individuals can assert their rights within the legal system.

The degree is particularly suited for U.S. students who are pursuing professions where practical knowledge of the law and legal system is required, including those who participate in judicial processes as witnesses, investigators, or resource persons; enforce compliance with the law; work with legal forms or requirements; or need to know how legal regulations affect businesses. It is also useful for those who practice law in another country, who are required to interact with U.S. lawyers and businesses, but do not need a U.S. law degree.

The curriculum seeks to develop students' professional and scholarly abilities with a view to the kinds of skills they will need in law-related careers or more advanced studies. Particular emphasis is placed on analytical thinking, research, and writing skills. Our online students have the same curriculum requirements as our on campus students.

## The Master's Degree

The Master of Arts program in Legal Studies is designed to present the master's candidate with an interdisciplinary course of study in public law, emphasizing law as a social phenomenon as well as a technical body of rules. It is a rigorous course of study, designed to develop the candidate's critical understanding of the legal system and its role in public policy and within society more generally. It emphasizes analytical and conceptual thinking, legal and scholarly research and writing, substantive areas of the law, ethical and public interest concerns, public policy advocacy skills, and the role of law in society.

The objectives and outcomes for the M.A. graduate are to:

1. Outline the functional structure and operation of the American legal system.
2. Conduct and critique legal research and empirical research.
3. Use legal theories to explain real-world phenomena.

4. Effectively critique and construct legal arguments both orally and in written form.

5. Use social theories to explain legal phenomena and behavior.

## Advising

Applicants should consult with the Department Chair, and/or the Legal Studies Online Coordinator for preliminary advising. Students admitted to the program will be assigned a faculty advisor who will be identified in the acceptance letter. If the advisor is not available for any reason, the student may contact the Department Chair.

## Grading Policy

Students must maintain a B (3.0) or higher average within the program, and must earn a B (3.0) or better in all LES core courses (grades of B- or lower are not accepted). In LES elective courses, students may have a maximum of four hours in which they earn less than a B but at least a C (grades of C- or lower are not accepted). In non-LES elective courses, students may have an additional four hours in which they earn less than a B but at least a C (grades of C- or lower are not accepted), as long as an overall B (3.0) average is maintained. Clinical education courses, tutorials, and thesis courses are graded on a credit/no credit (CR/NC) basis. Campus policy on Master's Degree grades can be found in Grades Acceptable Toward Master's Degrees.

Pre-registration advising is important because many legal studies courses must be taken sequentially, and required courses are not offered every semester. Course requirements and sequences are available on the LES website.

## Requirements

### Required preliminary courses <sup>1</sup>

LES 401	Legal Research And Citation	4
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### Core Courses

LES 501	Introduction to Graduate Legal Studies	4
LES 504	Graduate Seminar	4
	or LES 590 Thesis	
LES 587	Public Advocacy	4

<b>Elective courses (with approval of advisor) <sup>2</sup></b>	<b>24</b>
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<b>Total Hours</b>	<b>40</b>
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<sup>1</sup> All students who have not completed LES 401 or its equivalent should take LES 401 during the first semester it is available. Students who wish to receive credit for an equivalent course for which they received a grade of B or better, or for other competency in this area, must apply for a waiver. (See Waivers section below.) The LES waiver committee will decide whether a course taken at another institution is equivalent to the LES course(s). Students requesting a waiver should consult with their advisor for further information and instructions.

<sup>2</sup> Graduate students must take 24 hours of electives, including a minimum of 16 hours of LES-prefixed electives. Students are encouraged to choose a focus in a particular area of law or legal policy in consultation with their advisor. Students may choose two of the four PAD courses required for the graduate certificate in Public Sector Labor Relations. Students may also create their own focus from the resources of the Department, College, or University. Suggested areas of focus include, but are not limited to, Law and Public Policy (online option); Human Rights/Social Justice (online option); Criminal Justice; or Regulatory Compliance (online option).

## Clinical Education

The clinical education experience provides students with skills necessary to be successful in a legal environment. Master's candidates may earn up to four hours of clinical education credits, which will be applied toward LES elective credit.

Government agencies, the Illinois Supreme Court, and other organizations sponsor interns, both paid and unpaid. Placement options include courts, administrative agencies, state and federal attorneys' offices, legal aid offices, private law firms, and other public interest groups. Students enrolled in the UIS Graduate Public Service Internship Program (GPSI) may count the GPSI Seminar course towards their non-LES electives. Similarly, students enrolled in the Illinois Legislative Staff Internship Program (ILSIP) may count the ILSIP: Academic Seminar towards their non-LES electives.

## Waivers

Students must fulfill all 36 hours of required courses and, if necessary, the four hours of preliminary courses. If it is impossible for a student to take a required course, or if a student has already taken one of the core courses or its equivalent as an undergraduate at another institution and wants to waive the requirement, the student must still complete the credit hours in some other course, with the exception of waivers for required preliminary courses.

## Master's Closure

Completion of LES 504 or a master's thesis is required of all master's degree candidates as a closure exercise. Students selecting the thesis option may enroll in up to eight hours of the master's thesis course (LES 590). They may accrue that total in increments.

Campus policy requires that students be enrolled in at least one semester hour of master's closure credit for each regular semester (fall/spring) after they have begun their master's closure exercise until that exercise is completed. For LES students choosing the thesis option, this requirement means that if the thesis is not completed during the initial four hours of enrollment in LES 590, students must register for LES 590 for one credit hour in each subsequent regular semester (fall/spring) until eight hours are accumulated or the thesis is completed. If the thesis is still not completed by the time eight hours of continuous enrollment in LES 590 have been accumulated, students must register for LES 598 (zero credit hours, one billable hour) each regular semester (fall/spring) until the thesis is completed. Likewise, if students choosing to take the graduate seminar fail to complete the required course work/project during the initial four hours, they must enroll in LES 597 (zero credit hours, one billable hour) each regular semester (fall/spring) until the course work/project is complete. Department policy allows students until the end of the first week of

classes in the subsequent semester to complete closure requirements before they are required to re-enroll in the closure course.

## Online Degree

- Legal Studies (p. 179)

Online delivery permits a student to master the course material by attending classes from any location around the world, saving them the time and expense of having to attend the classes in person by either living on campus or commuting to and from campus.

For more information, contact the Legal Studies Online Coordinator at (217) 206-8545, or at [les-online@uis.edu](mailto:les-online@uis.edu)

## Political Science

### Contact Information

**Website:** [www.uis.edu/spia](http://www.uis.edu/spia)

**Email:** [pos@uis.edu](mailto:pos@uis.edu)

**Office Phone:** (217) 206-7495

**Office Location:** PAC 350

- Master of Arts
- Graduate Certificate

## Departmental Goals and Objectives

The M.A. degree program is designed to join the basic theoretical pursuits of Political Science with the practical knowledge needed by effective public officials and political practitioners. The campus' location in the state capital offers a rich setting for combining theory and practice. The Political Science Department offers thorough academic instruction in American state and national politics, public law, international relations, comparative government, and political philosophy. Department faculty augment their academic specialties with a great variety of professional and political experiences. The faculty encourage students to take full advantage of the academic and professional opportunities offered by UIS and the state capital.

The M.A. degree curriculum is organized to meet the needs of a diverse student body, offering graduate students the option to take a course of study that merges the academic and practical aspects of politics. Because students enter the major with bachelor's degrees in a variety of social sciences and humanities, the M.A. curriculum is centered in several required courses that provide essential concepts and skills. For that reason, all students who have not taken an undergraduate research methods course are required to take PSC 451 to prepare them in research and quantitative methods. If PSC 451 is stipulated as a condition of your admission to the program, it will count as a 400-level elective in the degree. It is not a prerequisite. A range of options in subject-matter seminars, elective courses, and internships allow students to tailor their courses of study to their academic interests and professional aspirations. The department is particularly well organized for students who want to pursue careers in practical politics at the state level, in agencies involved in international policy making, for those who are preparing to teach, and for those who aspire to an advanced degree in Political Science or Law.

The Political Science curriculum ensures that competence is coupled with understanding. Courses examine political concepts and processes, historic changes in political structures, and the larger human meaning of competence in the areas of electoral and legislative

systems, law and civil liberties, political philosophy, international relations, and comparative politics. Students with sharply focused interests in a particular sub-field of the discipline are able to organize their electives into areas of emphasis. Also, students are encouraged to seek appropriate instruction from faculty in public administration, economics, legal studies, and women and gender studies, among other areas.

This field is important to students who are seeking teaching careers at the secondary, community college, or university level, or who plan to study toward the doctorate. Sound academic course work and the hands-on experience are both important Political Science experiences for in-service teachers and for those preparing to teach. Interested students can combine course work in several sub-fields of interest including world politics, American government, Illinois history and government, and other aspects of civic education. Students may also arrange special teaching internships.

Graduate students in Political Science may also shape their M.A. programs to the special requirements of advanced degrees. Students who anticipate entering law school can tailor a program that draws on the resources of Legal Studies. For those interested in pursuing a Ph.D. in Political Science, the subject matter seminars offer graduate preparation in the standard fields required for doctoral study.

For those interested in international affairs and comparative politics, the department offers a special combination of courses and practice-related experiences. Internships are available in agencies of Illinois government that have international policies and programs. Because Political Science is a part of the campus' interdisciplinary committee on international studies, students are encouraged to take courses on international subjects in several academic departments.

The M.A. program can be taken fully on-campus or fully online, and on-campus students may use a blended approach of mixing on-campus and online course work.

## The Master's Degree

The M.A. in Political Science is a 40-hour program with a required 28-hour minimum of 500-level courses.

## Advising

On admission to the program, students are assigned an initial advisor. After a semester a student may select his or her permanent academic advisor. This faculty member can assist the student with closure committee formation and closure guidance, as a supervisor for internships and practice units, and academic counselor in devising an appropriate program of study. The advisor also monitors student progress in satisfying the requirements of the degree.

## Communication Skills

Successful performance in practical politics and political science requires ability to write and speak persuasively and to present sophisticated information and complex subject matter directly and plausibly. Completion of PSC 501 will verify satisfaction of the communication skills requirement.

## Continuous Enrollment

Campus policy requires that students be enrolled in the master's closure exercise each fall and spring semester after beginning their graduate closure exercise until that exercise is completed. For PSC

students, this means that if the closure exercise is not completed by the end of the initial four hours of enrollment in PSC 590, students must register for PSC 591 (zero credit hours, one billable hour) in all subsequent fall and spring semesters until the exercise is completed.

## Grading Policy

Students must have a grade average of B to qualify for the degree. A maximum of eight hours of C (2.0) grades is applicable to the degree (grades of C- or lower are not accepted), provided that a minimum GPA of 3.0 is reached at time of graduation and an approved Student Petition is on file in the Office of Records and Registration. In no circumstances, however, may a grade lower than B in PSC 501 be counted toward the degree. For students choosing the CR/NC option, a CR represents work equivalent to B, meaning that grades of CR may be counted toward the master's degree. Students also should refer to the campus policy on Grades Acceptable Toward Master's Degrees section of this catalog.

## Requirements

### Core Courses

PSC 501	Introduction to the Graduate Study of Politics	4
PSC 502	Methods Of Inquiry	4

### Electives **28**

At least 16 of the 28 elective hours should be 500-level PSC courses. A maximum of eight hours outside of PSC may be taken. Up to 12 hours of 400-level courses can be taken for graduate credit.<sup>1</sup>

### Closure

PSC 590	Closure Exercise	4
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### Select one:

Comprehensive Examination

Thesis

Participant/Observer Case Study

### Total Hours **40**

<sup>1</sup> A maximum of eight hours of internship may be applied toward the degree as elective hours. Students may apply credits earned from the Graduate Public Service Internship (PAD 580: Public Administration Internship Seminar), the Illinois Legislative Staff Internships (PSC 526 ILSIP: Internship), or from PSC 530: Graduate Internship in Political Science for elective hours.

## Graduate Certificate

- Graduate Certificate Practical Politics (p. 182)

## Online Degree

- Political Science (p. 181)

Students in the Online Political Science Master's Degree Program are able to complete all of their course work 100% online, without ever having to step foot on-campus. Both the on-campus and online Political Science Master's Degree Programs have the same degree requirements and are taught by the same tenure-track and tenured faculty members.

The Online Political Science Master's Degree is designed to meet the needs of working professionals from diverse academic backgrounds.



The Political Science Master’s Degree Programs allows students to tailor their courses of study to their individual research interests and professional aspirations.

Students in the Online Political Science Master’s Degree Program have the option of choosing an area of emphasis in American National and State Politics, Comparative Politics / International Relations, Political Theory, and Public Law.

## Graduate Certificate Practical Politics

The certificate in practical politics is intended for political practitioners, or for those who intend to become political practitioners, who wish to augment their background and skills through exposure to political science frameworks and concepts with a focus on electoral politics, interest group politics and lobbying, and policy analysis. Students are expected to sharpen the skills and understanding required of thoughtful and effective practitioners in elective and appointive public service. Instruction involves consultation with experienced representatives of government and government-related endeavors in the capital. Students learn political and policy research, organizing and lobbying skills, campaign techniques, and an array of analytical approaches to policy making in partisan and nonpartisan settings.

Practical knowledge is intelligence in context. All graduate students in Political Science have opportunities to enhance their skill and understanding in actual political settings. The department has developed a broad range of internship experiences with legislative staffs and agencies, legislative liaisons, lobbyists, public interest groups, political consultants, and campaign organizations. These learning experiences ensure that M.A. students are effective learners both in the classroom and in the field and that they can transfer their learning from one setting to another, as the professional practice of politics requires.

Students with significant practical experience may submit a Student Petition to replace the internship requirement with a PSC elective. The certificate can be taken as a part of the M.A. PSC curriculum through electives or independently.

### Grading Policy

A grade of B or better must be earned in each of the following classes to qualify for the certificate (grades of B- or lower will not be accepted).

### Requirements

#### Required Courses

PSC 501	Introduction to the Graduate Study of Politics	4
<b>Select two of the following:</b>		<b>8</b>
PSC 562	Practical Politics Seminar in Political Campaigns	
PSC 563	Practical Politics Seminar in Lobbying	
PSC 564	Practical Politics Seminar in Policy Formation, Analysis, and Presentation	
PSC 530	Graduate Internship in Political Science	4
<b>Total Hours</b>		<b>16</b>

## Public Affairs and Administration

### Contact Information

**Website:** www.uis.edu/spmp  
**Email:** spmp@uis.edu  
**Office Phone:** (217) 206-6310  
**Office Location:** PAC 420

- Master of Public Administration
- Doctor of Public Administration
- Joint Graduate Degree – MPA/MPH
- Graduate Certificates (4)

### Departmental goals and objectives

The UIS Department of Public Administration strives to advance the public interest and civic engagement. We educate current and future governmental and nonprofit public service professionals through the innovative integration of disciplinary knowledge and skills with practice. Our location in the state capital provides access to a diverse networked community of public affairs scholars, practitioners, and students.

Accredited by the Network of Schools of Public Policy, Affairs, and Administration (NASPAA), the MPA degree offers professional graduate education. The MPA degree is offered on campus and online. Doctoral studies, through the Doctor of Public Administration (DPA), are also available targeting experienced professionals looking to bridge the worlds of scholarship and practice. A practitioner-oriented program, the DPA seeks to educate social sector leaders in public management and public policy.

MPA curricular requirements are designed to impart knowledge and skills essential to meet pressing public problems and to be successful in professional and administrative employment in public and nonprofit sectors. The knowledge and skills address understanding of legal, political, and administrative processes, organizational structures, the context of public sector and nonprofit organizations; the development of leadership capabilities; and knowledge of the governmental and nonprofit sectors.

Students may elect to pursue a graduate certificate along with their MPA degree. Options include the Graduate Certificate in Public Sector Labor Relations, the Graduate Certificate in Management of Nonprofit Organizations, the Graduate Certificate in Community Planning, the Graduate Certificate in Public Procurement Management, or the Professional Certificate in Child Advocacy Studies (CAST). UIS CAST courses are certified by the National Child Protection Training Center and lead to professional certification through the Center.

In addition to the MPA degree, the UIS Public Administration Department and the UIS Public Health Department have established a joint degree, MPA/MPH. Students entering the degree without significant professional work experience in the public or private sector are encouraged to undertake internships as part of their program of study through the UIS Graduate Public Service Internship (GPSI)



Program, the Illinois Legislative Staff Internship Program (ILSIP), or departmental internship programs.

Graduates of the MPA degree program will be able to understand and demonstrate knowledge and skills in the following competencies:

Lead and manage in public governance

- Communicate in a clear and concise manner
- Apply relevant theories, knowledge, and skills to effectively manage resources and programs

Participate in and contribute to the public policy process

- Describe the public policy process and the role of the various participants and stakeholders
- Identify problems, frame the issues, and identify and evaluate alternatives for addressing a problem

Analyze, synthesize, think critically, solve problems, and make decisions

- Demonstrate the ability to collect, analyze, and interpret data for use in decision making, and drawing conclusions
- Critically read and apply findings from studies and reports

Articulate and apply a public service perspective

- Articulate the importance of and operate in a manner that facilitates democracy, equity, transparency, efficiency, and ethics

Communicate and interact productively with a diverse and changing workforce and citizenry.

- Demonstrate a sensitivity of and respect for differences in culture

## The Master's Degree

### Advising

Students will be assigned an advisor upon admission to the program.

### Grading Policy

School of Public Affairs and Administration students may apply up to six credit hours of C work toward the MPA Degree (grades of C- or lower will not be accepted). A maximum of eight hours of C (2.0) grades is applicable to the degree (grades of C- or lower are not accepted), provided that a minimum GPA of 3.0 is reached at time of graduation and a Student Petition is on file in the Office of Records and Registration. All course work applied toward the MPA under this arrangement must be earned at the University of Illinois Springfield while the student is enrolled in a graduate degree at UIS.

Students also should refer to the campus policy on Grades Acceptable Toward Master's Degrees section of this catalog.

### Writing Competence

Faculty may identify writing deficiencies during courses and refer students to the Learning Hub.

Students pursuing the MPA typically follow one of two advanced professional development patterns. One pattern involves course work chosen from PAD offerings, often including fields such as personnel, budgeting, policy analysis/program evaluation, or organizational change/development. The second pattern involves completing

advanced course work in PAD offerings in conjunction with course work offered by other UIS academic departments, such as legal studies (administrative law), management information systems, environmental studies, accountancy (public financial management), or human services (social services).

## Requirements

The 36-hour curriculum of the MPA degree requires the following courses.

### Core Courses

PAD 501	Introduction to the Profession	3
PAD 502	Organization Dynamics	3
PAD 503	Analytical Tools	3
PAD 504	Budget And Finance	3
PAD 505	Human Resource Management	3
PAD 506	Public Policy for Managers (Public Policy for Managers)	3
PAD 507	Information for Decision Making (Information Decision Making)	3

### Elective Courses <sup>1</sup>

At least six hours of elective courses must be selected from Public Administration (PAD) courses. Any combination of PAD 400- or 500-level courses may count toward the MPA degree. Only one 400-level elective from a program outside the Department of Public Administration may be counted toward the MPA

### Masters Closure

PAD 571	Capstone Seminar	3
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**Total Hours** **36**

<sup>1</sup> Courses that essentially duplicate or cover prerequisite-level material, even though such courses may be offered by other programs at the 500-level or higher, do not count. A total of four hours of internship credits are creditable toward the MPA and are considered inside elective credits.

## Master's Closure

MPA degree candidates are expected to fulfill the campus closure requirements by earning a grade of B- or better in PAD 571. PAD 571 is open only to MPA majors who have already completed the degree core courses. The MPA faculty strongly recommends that majors enroll in the Capstone Seminar after completing PAD 501-PAD 507; however, majors may enroll in the Capstone Seminar while simultaneously completing their final core course. Generally, the capstone course is taken in the last semester of study.

Campus policy requires that PAD majors who enroll in PAD 571, but who do not complete the course in one semester, must enroll in PAD 572 Capstone Seminar Continuing Enrollment (zero credit hours, one billable hour), each fall and spring semester until the course work is completed.

## Graduate Certificates

- Community Planning (p. 185)
- Management of Nonprofit Organizations (p. 186)

- Public Procurement Management (p. 186)
- Public Sector Labor Relations (p. 186)

## The Doctor of Public Administration (DPA)

The Doctor of Public Administration (DPA) program is specifically designed to meet the educational needs of experienced practitioners in administrative and governmental positions at the state and local levels and in the nonprofit community. Bridging the worlds of scholarship and practice, the DPA equips students with the advanced analytical skills and knowledge of public management and public policy necessary to lead impactful organizations and solve complex problems.

The DPA Program requires students to complete core and elective course work, a qualifying exam, and a dissertation. As a part-time program, the length of time to complete the DPA Program may vary based on the amount of time available for academic study. The program has, however, developed a series of benchmarks in support of a 4-year time-to-degree from which students can work with their advisors to develop a personalized timeline.

### Advising

A doctoral program faculty advisor will be assigned at the time a student is admitted to the DPA program. The advisor will assist the student in creating a formal plan of study. To ensure the best match, students may choose to switch advisors as their research interests develop or evolve.

Each student must complete at least 40 hours of course work, plus a minimum of 12 hours of dissertation credit. Students may submit a Student Petition for up to 12 hours of transfer credit for post-master's graduate work deemed appropriate for the DPA.

### Requirements

#### Core Courses

PAD 651	Leading Social Sector Change and Innovation	4
PAD 652	Public Management Seminar: Connecting Practice and Theory	4
PAD 653	Public Policy Seminar	4
PAD 654	Research Design	4
PAD 655	Qualitative Research Methods	4
PAD 656	Quantitative Research Methods	4

#### Electives

Students must complete 16 hours of elective course work at the 500-level or above approved by the doctoral program faculty. No more than four hours of internship credit may count toward elective credits.

#### Closure

PAD 690	Dissertation	12
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**Total Hours** **52**

Since the program admits students in cohorts, the core courses are offered once per cohort and will not repeat until the entire cycle has been completed.

## Examination

After the student completes PAD 651, PAD 652, PAD 653, PAD 655, and PAD 656, he or she will be required to complete a qualifying exam to demonstrate competence in the required core fields. The exam contains both oral and written components and each student's exam will be conducted and evaluated by a committee of faculty members, which includes core teaching faculty. Students who have not passed the qualifying exam after two attempts will not be allowed to progress toward their degree and future enrollment will not be allowed.

## Closure Exercise: Dissertation Work

A Doctor of Public Administration degree will be awarded to students who have satisfactorily completed all degree requirements including the dissertation closure requirements, as prescribed by the DPA program committee.

For more information on the doctoral closure guidelines, please refer to the Doctoral Closure Guidelines in the Academic Information for Doctoral Students section of this catalog.

## Reasonable Progress Standard

Students must maintain reasonable progress toward the completion of the doctoral degree. The DPA program defines reasonable progress as follows:

- Completing all core course work within five semesters (fall and spring) once a student begins the program,
- Completing the dissertation proposal within two semesters of passing the qualifying exams and completing all course work, and
- Enrolling in and receiving credit for a minimum of one dissertation credit (PAD 690) each fall and spring semester until the dissertation is completed, defended, and accepted for at least 12 hours.

## Leave of Absence

In the event that a student is unable to maintain reasonable progress toward the completion of the doctoral degree, the student may request a leave of absence from the program by completing a Student Petition requesting such a leave and submitting it to the student's advisor and the director of the DPA program for approval. A leave of absence may be granted for up to one semester. At the end of the leave of absence, the student may apply for an additional leave. If a leave of absence is not approved, there is no guarantee that the student will be able to progress because of the cohort nature of the program.

## Joint Degree

- Public Administration / Public Health (MPA/MPH) Joint Degree (p. 185)

## Online Degree

- Doctor of Public Administration (DPA) (p. 184)
- Public Administration (p. 183)
- Public Procurement Management (p. 186)
- Public Administration / Public Health (MPA/MPH) Joint Degree (p. 185)

- Graduate Certificate in Management of Nonprofit Organizations (p. 186)
- Graduate Certificate in Community Planning (p. 185)

The online degree allows students to participate in dynamic, diverse, and interactive online learning communities and to complete their degrees via the Internet. The online format enables them to complete course work using the latest networked information technologies for increased access to educational resources, advisors, and materials with no on-campus visits required. The 36-hour MPA online degree follows the same curriculum as the on campus degree, with a few exceptions. The Graduate Certificate in Management of Nonprofit Organizations and the Graduate Certificate in Community Planning are offered online. In addition, the joint degree in MPA/MPH is available online. Electives may vary. For more information, contact the MPA online coordinator.

## Public Administrator/Public Health (MPA/MPH) Joint Degree

The MPA Department and the UIS Department of Public Health have established a joint degree in accordance with university policy. Students interested in this joint degree can contact either the MPA or MPH office. This joint degree requires two separate program applications. Students must meet entrance requirements for each. Students may complete a joint degree with a total of 74 credit hours, compared to a total of 84 for the two degrees separately. Students pursuing this joint degree will be required to complete an appropriate closure exercise in each of the two degree organizations. Students must submit a graduation application for each degree by the applicable deadline and will earn two separate degrees.

### Requirements

#### PAD Degree Requirements

PAD 501	Introduction to the Profession	3
PAD 502	Organization Dynamics	3
PAD 504	Budget And Finance	3
PAD 505	Human Resource Management	3
PAD 506	Public Policy for Managers	3
PAD 507	Information for Decision Making	3

#### Select one of the following: 3

PAD 531	Public Policy Analysis	
PAD 533	Program Evaluation	
PAD 553	Community Planning and Policy	

#### Electives

#### Select six hours of 400- or 500- level PAD courses <sup>1</sup> 6

#### Closure Exercise

PAD 571	Capstone Seminar	3
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#### Total Hours 30

<sup>1</sup> Note that PAD 531, PAD 533, or PAD 553 was taken to satisfy the quantitative core requirement elective, it cannot count in this elective category

#### MPH Degree Requirements

MPH 501	Introduction to Public Health	4
MPH 503	Biostatistics	4

MPH 506	Research Methods in Public Health	4
MPH 511	Epidemiology	4
MPH 521	Introduction to Environmental Health	4
MPH 531	Public Health Policy	4
MPH 561	Public Health Education	4
MPH 581	Internship	4

#### Concentration Courses

#### Social Determinants of Health (Required) 4

MPH 541	Social Determinants of Health	
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#### Advanced Epidemiology (Select one course from the following) 4

MPH 512	Epidemiology of Infectious Diseases	
MPH 513	Epidemiology of Chronic Diseases	
MPH 514	Analytical Epidemiology	

#### Advanced Public Health Policy (Select one course from the following) 4

MPH 508	Program Evaluation for Public Health	
MPH 575	Health Economics	
MPH 585	Introduction to Health Services and Administration	

#### Closure Exercise

MPH Comprehensive Examination <sup>2</sup>		
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#### Total Hours 44

<sup>2</sup> Students MUST complete the MPH Comprehensive Examination. No credit hours are awarded for completion of the exam. Students who do not complete the examination during their final semester of study must enroll in MPH 583 (zero credit hours, one billable credit hour) each regular semester (fall/spring) until they pass the exam.

## Graduate Certificate in Community Planning

The Graduate Certificate in Community Planning is designed to prepare public administrators to participate in community planning activities primarily at the municipal, township, or county level, but also in state agencies concerned with planning.

Course work is offered at night and online. Individuals may take these courses and earn the certificate part time without being formally enrolled in any degree program, or may complete it as part of the Master of Public Administration degree.

### Grading Policy

A grade of B- or better must be earned in the required courses to qualify for the certificate.

### Requirements

PAD 501	Introduction to the Profession	3
PAD 506	Public Policy for Managers	3
PAD 524	Capital Budgeting	3
PAD 553	Community Planning and Policy	3
PAD 554	Community Planning Tools	3
PAD 556	Community Economic Development	3

#### Total Hours 18

## Graduate Certificate in Management of Nonprofit Organizations

The Graduate Certificate in Management of Nonprofit Organizations requires 18 hours of course work from the menu below. Individuals may take these courses and earn the certificate part time without being formally enrolled in any degree program, or may complete it as part of a degree program.

### Grading Policy

A grade of B- or better must be earned in the required courses to qualify for the certificate.

### Requirements

#### Area 1: Introduction to Nonprofit Management

PAD 542	Nonprofit Sector & Society	3
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#### Area 2: Nonprofit Finance

Select one of the following courses:

PAD 504	Budget And Finance	3
or PAD 545	Public Financial Management	

#### Area 3: Human Resources

PAD 541	Nonprofit Sector: Human Resources	3
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#### Area 4: Nonprofit-Specific Tools

Select one of the following courses:

PAD 543	Marketing for Public and Nonprofit Organizations	3
or PAD 544	Fund Raising for Public and Nonprofit Organizations	

#### Area 5: Administrative Tools

Select two of the following courses: 6

PAD 504	Budget And Finance (If not taken in Area 2)	
PAD 506	Public Policy for Managers	
PAD 533	Program Evaluation	
PAD 534	Program Implementation	
PAD 543	Marketing for Public and Nonprofit Organizations (If not taken in Area 4)	
PAD 544	Fund Raising for Public and Nonprofit Organizations (If not take in Area 4)	
PAD 545	Public Financial Management (If not taken in Area 2)	
PAD 552	Strategic Planning and Management	
PAD 580	Public Administration Internship Seminar (Note: Internship must be completed in the nonprofit sector)	
PAD 590	Topics in Public Administration	

**Total Hours** 18

## Graduate Certificate in Public Procurement Management

The Graduate Certificate in Public Procurement Management offers students an entry into the specialization of public procurement. Public procurement is a sub-field of public administration emphasizing purchasing, supply chain management, and project management through effective strategies, proper planning and collaborative

execution. This certificate allows students to analyze the various aspects of public procurement and the managerial strategies needed to ensure efficient and effective goods and services delivery while maintaining clear focus on agency goals, project milestones and ethical decision-making. The program requires 18 hours of course work with course choices based on the status of the student. A breakdown of the two sequences follows.

### Requirements

#### Core Courses

PAD 581	Fundamentals of Public Procurement	3
PAD 582	Public Procurement Process, Ethics and Law	3
PAD 583	Contract Formulation and Administration	3
PAD 585	Project Management in Public Procurement	3

**Electives** 6

#### Degree-Seeking Student Sequence

Choose Two:

PAD 501	Introduction to the Profession	
PAD 504	Budget And Finance	
PAD 507	Information for Decision Making	
PAD 584	Best Value Analysis and Negotiation	

#### Non-Degree Seeking Student Sequence

PAD 584	Best Value Analysis and Negotiation	
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Choose One:

PAD 501	Introduction to the Profession	
PAD 504	Budget And Finance	
PAD 507	Information for Decision Making	

**Total Hours** 18

## Graduate Certificate in Public Sector Labor Relations

The Graduate Certificate in Public Sector Labor Relations is intended for professionals in the field of public sector labor relations, for individuals in the field of public sector human resource management who wish to upgrade their skills in labor relations, for individuals interested in pursuing union leadership roles, or for those who are beginning their careers and wish to prepare for a career working in or with public sector labor relations.

Individuals may take these courses and earn the certificate part time without being formally enrolled in any degree program, or may complete it as part of a graduate degree program.

### Grading Policy

A grade of B- or better must be earned in each of the following classes to qualify for the certificate.

#### Requirements

#### Required Courses

PAD 485	Administrative Law and Management	3
PAD 509	Workplace Democracy	3
or PAD 535	Public Administration Diversity	
PAD 511	Collective Bargaining	3



PAD 568	Labor Arbitration and Dispute Resolution	3
<b>Total Hours</b>		<b>12</b>

## Public Affairs Reporting

### Contact Information

**Website:** [www.uis.edu/par/](http://www.uis.edu/par/)

**Email:** [par@uis.edu](mailto:par@uis.edu)

**Office Phone:** (217) 206-7494

**Office Location:** PAC 480

- Master of Arts

The Public Affairs Reporting (PAR) master's degree is designed for the student who wishes to specialize in news coverage of government and politics. A primary goal is for graduates to become professional journalists who can report and interpret governmental activity and public policy for news consumers. The 10-month program aims to develop news reporters able to understand public affairs and communicate those concepts with the clarity, accuracy and speed demanded of professional journalists of the highest rank. The centerpiece of the program is a six-month internship as a Statehouse reporting correspondent working for a professional news organization. Program faculty expect each graduate, whatever the skill level upon entering the program, to be proficient in reporting, editing and writing at graduation.

## The Master's Degree

### Advising

The program director serves as principal academic advisor for PAR students, although special advising requests may be referred to other faculty members with particular expertise. After students are accepted into the program, they should contact their academic advisors for an appointment before initial registration.

### Grading Policy

PAR students must receive a grade of B or better in any required PAR course to receive credit toward the degree (grades of B- or lower will not be accepted). Students also must maintain a B average overall each semester.

**NOTE:** Students also should refer to the campus policy on Grades Acceptable Toward Master's Degrees, in the Academic Information for Master's Degree Students section of this catalog.

The M.A. in Public Affairs Reporting requires 40 hours of graduate-level course work. In the fall semester, students enroll in two required courses: PAR 501 (six hours), and PAR 510 (four hours). Students choose two other courses after consultation with their academic advisor.

During the spring semester, students begin an internship, PAR 504 (12 hours), with an experienced professional journalist covering state government and the Illinois General Assembly. PAR 503 (two hours) is also required during this semester. After consultation with an academic advisor, the student registers for one other course to maintain a full course load.

Students participate in the second phase of the internship, PAR 505, during the summer term (until July 1). This internship period is considerably more intense, as it coincides with the conclusion of the legislative session. During the six-month internship, students receive a monthly stipend and tuition waiver.

Before graduation, students must complete a professional portfolio that demonstrates mastery of public affairs journalism. The portfolio will include a variety of spot news, in-depth and feature stories the student has reported and written and that have been published or aired by a professional media outlet, along with project memos detailing the news judgments involved in reporting and writing the longer pieces.

## Requirements

### Required Courses

PAR 501	Advanced Public Affairs Reporting	6
PAR 503	Legislative Issues	2
PAR 504	Internship I	12
PAR 505	Internship II	4
PAR 510	Developing Public Policy in Illinois	4
Electives <sup>1</sup>		12
<b>Total Hours</b>		<b>40</b>

<sup>1</sup> One elective should come from the Political Science Department and one should come from the Communication Department. The third elective is the student's choice, but restricted to Political Science or Communications.

## Public Health

### Contact Information

**Website:** [www.uis.edu/public-health/](http://www.uis.edu/public-health/)

**Email:** [mph@uis.edu](mailto:mph@uis.edu)

**Office Phone:** (217) 206-6528

**Office Location:** PAC 350

- Masters Degree (3)
- Joint Graduate Degrees (2)
  - MPH/HMS
  - MPH/MPA
- Graduate Certificates (5)

## Departmental Vision and Mission

The Vision of the UIS MPH Program is enhancing health among diverse communities in Springfield, Illinois and beyond.

Our Mission is to promote public health in the communities through professional education, public health scholarship and community services.

## Goals

The program's goals that describe strategies to accomplish the defined mission are as follows:

- Provide professional education built on public health competencies for students
- Engage in scholarly activities and research that advance public health knowledge
- Participate in diverse community engagement through service, outreach, and partnerships

The MPH Program offers two degrees for graduate-level study in public health: a Master of Public Health degree with a strong interdisciplinary foundation for practice in public health and a Master of

Public Health in Environmental Health (MPH-EH) degree emphasizing preparation in risk assessment, emergency preparedness and environmental health policy. Our MPH-EH degree provides cross-disciplinary education opportunities and intentional integration of science, technology, engineering, mathematics (STEM), and associated practices. The MPH-EH program is a STEM designated degree and accredited curriculum through the National Health Science and Protection Accreditation Council (EHAC).

There are also two options for joint study degrees: Master of Public Health with a Master of Human Services (MPH/HMS) and Master of Public Health with a Master of Public Administration (MPH/MPA). The curriculum is designed to provide students with the academic background necessary to meet core competencies in public health as published on the Public Health website. The degree offered by the department may be completed on campus or may be taken entirely online.

## The Master's Degree

- MPH Environmental Health (p. 170)
- MPH General (p. 189)
- MPH Professional Option (p. 190)

## Advising

Advising in the MPH Program provides an individual approach to the academic and professional development of each student. On admission, each student is assigned an academic advisor to assist with academic planning from the MPH faculty. Students must prepare an educational plan before registering for courses in order to map out progress through the degree consistent with career and personal goals. Students are not allowed to register until this educational plan is approved.

## Grading Policy

Students must maintain a B (3.0) or better cumulative average during their entire course of study. A maximum of eight hours of C (2.0) grades is applicable to the degree (grades of C- or lower are not accepted), provided that a minimum GPA of 3.0 is reached at time of graduation and an approved Student Petition is on file in the Office of Records and Registration. Courses taken on a CR/NC basis will not count toward the degree. Only pre-approved 400-level courses are permitted for use toward the degree.

NOTE: Students also should refer to the campus policy on Grades Acceptable Toward Master's Degrees section of this catalog.

The degree of study must be declared at the time of application. Students in the MPH General or MPH-EH take 48 semester hours of course work.

All degrees offered by the MPH department require students to complete 32 hours of core courses, including a four credit hour internship.

## Requirements - For All MPH Degrees

### Core Courses

MPH 501	Introduction to Public Health	4
MPH 503	Biostatistics	4

MPH 506	Research Methods in Public Health	4
MPH 511	Epidemiology	4
MPH 521	Introduction to Environmental Health	4
MPH 531	Public Health Policy	4
MPH 561	Public Health Education	4
MPH 581	Internship	4
<b>Total Hours</b>		<b>32</b>

## Master's Closure

Students in all degree programs offered through the MPH Program take a comprehensive written examination based on a case study with questions designed to test students' ability to integrate the knowledge and skills they have gained from the curriculum. MPH students complete an Integrative Learning Experience (i.e., MPH Comprehensive Exam) that demonstrates syntheses of foundational and concentration competencies designed by the Council of Education for Public Health. A student may request to take the comprehensive exam during the prior spring semester with a Student Petition.

A student must complete all core courses (except the internship) prior to taking the comprehensive exam, but may take the exam concurrently with electives or the internship during the last semester of study. When students need to take the comprehensive exam to graduate, the students must complete the comprehensive exam eligibility survey before the end of Week 3 of each semester except the summer semester. The student must successfully complete the exam within one year after completing course work for the degree. Students who do not successfully complete this examination during their final semester of study must enroll in MPH 583 (zero credit hour, one billable credit hour) each regular semester (fall/spring) until they pass the exam. Students must pass this exam within one year of completing course work with a maximum of three consecutive attempts.

## Joint Degrees

- MPH/HMS Joint Degree (p. 191)
- MPH/MPA Joint Degree (p. 190)

## Graduate Certificates

MPH program offers five graduate certificates for specialized study in public health. These certificates, all of which are available either on-campus or online, may be taken by either degree or non-degree seeking students (except as noted below) interested in advanced preparation in:

- Community Health Education (p. 191)
- Emergency Preparedness and Homeland Security (p. 192)
- Environmental Health (p. 171)
- Environmental Risk Assessment (p. 192)
- Epidemiology (p. 192)

These graduate certificates are designed to provide opportunities for continuing education for health professionals without formal public health training, for those interested in life-long learning, and for mid-career professionals. Certificate course work may be taken by either a non-degree seeking student or in conjunction with other graduate work. Course work may be applied to the MPH general degree. Students in the MPH degree programs may apply course work toward

obtaining one or more of the certificates. Students currently enrolled as MPH majors must apply to pursue a graduate certificate. There is no additional fee for enrolled MPH majors to apply for a graduate certificate program.

**Note:** Students enrolled in the MPH-General or MPH-EH are not eligible for the graduate certificate in Environmental Health. Students interested in a graduate public health degree with an environmental health emphasis must apply for the MPH-EH degree and they are NOT eligible for the Graduate Certificate in Environmental Health.

## Grading Policy

Students must complete the certificate course work with a B (3.0) or better average. One C (2.0) grade per certificate may be applied if a student has received a final GPA of at least 3.0 for certificate course work.

Students completing certificate course work must submit a completed education plan for signature of the advisor and the department chair.

## Online Degree

The degree and certificates offered by the department may be completed on campus or may be taken entirely online.

## MPH General

The MPH-General requires a minimum of 48 credit hours. The MPH-General course work is comprised of 32 hours of core course work and 16 hours of concentration courses for a total of 48 credit hours. The closure requirement for the MPH-General is the MPH Comprehensive Examination.

## Requirements

### Core Courses

MPH 501	Introduction to Public Health	4
MPH 503	Biostatistics	4
MPH 506	Research Methods in Public Health	4
MPH 511	Epidemiology	4
MPH 521	Introduction to Environmental Health	4
MPH 531	Public Health Policy	4
MPH 561	Public Health Education	4
MPH 581	Internship <sup>1</sup>	4

### Concentration Courses

#### Social Determinants of Health (Required) 4

MPH 541	Social Determinants of Health	4
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#### Advanced Epidemiology (Select one from the following) 4

MPH 512	Epidemiology of Infectious Diseases	4
MPH 513	Epidemiology of Chronic Diseases	4
MPH 514	Analytical Epidemiology	4

#### Advanced Public Health Policy (Select one from the following) 4

MPH 508	Program Evaluation for Public Health	4
MPH 575	Health Economics	4
MPH 585	Introduction to Health Services and Administration	4

#### Select One More Course from either "Advanced Epidemiology" or "Advanced Public Health Policy" 4

#### Closure Exercise

MPH Comprehensive Examination<sup>2</sup>

<b>Total Hours</b>	<b>48</b>
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- <sup>1</sup> Students may submit a Student Petition to use PAD 561 as one hour toward the internship requirement.
- <sup>2</sup> Students MUST complete the MPH Comprehensive Examination. No credit hours are awarded for completion of the exam. Students who do not complete the examination during their final semester of study must enroll in MPH 583 (zero credit hours, one billable credit hour) each regular semester (fall/spring) until they pass the exam.

## Public Health

### Public Health/Public Administration (MPH/MPA) Joint Degree

The MPH Program and the MPA Program have established a joint degree in accordance with university policy. Students interested in this joint degree can contact either the MPA or MPH office. This joint degree requires two separate program applications. Students must meet entrance requirements for each. Students may complete a joint degree with a total of 74 credit hours, compared to a total of 84 for the two degrees separately. Students pursuing this joint degree will be required to complete an appropriate closure exercise in each of the two degree organizations. Students must submit a graduation application for each degree by the applicable deadline and will earn two separate degrees.

### Requirements

#### Core Requirements

PAD 501	Introduction to the Profession	3
PAD 502	Organization Dynamics	3
PAD 504	Budget And Finance	3
PAD 505	Human Resource Management	3
PAD 506	Public Policy for Managers	3
PAD 507	Information for Decision Making	3

#### Select one of the following

PAD 531	Public Policy Analysis	3
PAD 533	Program Evaluation	3
PAD 553	Community Planning and Policy	3

#### Electives

#### Select six hours of 400- or 500- level PAD courses<sup>1</sup>

<b>Closure Exercise</b>		<b>6</b>
PAD 571	Capstone Seminar	3

<b>Total Hours</b>	<b>30</b>
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#### Core Requirements

MPH 501	Introduction to Public Health	4
MPH 503	Biostatistics	4
MPH 506	Research Methods in Public Health	4
MPH 511	Epidemiology	4
MPH 521	Introduction to Environmental Health	4
MPH 531	Public Health Policy	4
MPH 561	Public Health Education	4
MPH 581	Internship <sup>1,2</sup>	4

#### Concentration Courses

#### Social Determinants of Health (Required)

MPH 541	Social Determinants of Health	4
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#### Advanced Epidemiology (Select one course from the following)

MPH 512	Epidemiology of Infectious Diseases	4
MPH 513	Epidemiology of Chronic Diseases	4
MPH 514	Analytical Epidemiology	4

#### Advanced Public Health Policy (Select one course from the following)

MPH 508	Program Evaluation for Public Health	4
MPH 575	Health Economics	4
MPH 585	Introduction to Health Services and Administration	4

#### Closure Exercise

MPH Comprehensive Examination <sup>3</sup>	44
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<b>Total Hours</b>	<b>44</b>
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- <sup>1</sup> If PAD 531, PAD 533, or PAD 553 was taken to satisfy the quantitative core requirement elective, it cannot count in this elective category.
- <sup>2</sup> Students may submit a Student Petition to use PAD 561 as one credit hour toward the internship requirement
- <sup>3</sup> Students MUST complete the MPH Comprehensive Examination. No credit hours are awarded for completion of the exam. Students who do not complete this examination during their final semester of study must enroll in MPH 583 (zero credit hours, one billable credit hour) each regular semester (fall/spring) until they pass the exam

## MPH Professional Option

***The program is not accepting applications for the Masters of Public Health Professional Option at this time.***

The MPH professional option provides an opportunity for U.S. physicians with earned doctorates and those who are in a U.S. residency program. The option requires completion of the 32 hours of core courses including the internship and eight hours of general electives (40 hours total). Other applicants may be eligible for admission to this option and will be considered by the admissions committee on a case-by-case basis. Included are:

1. Those currently enrolled in a U.S. physician residency-training program, or
2. Those who are in the process of completing a doctoral-level, health-related degree and who have at least one year of health-related experience.

Interested applicants should contact the MPH Department for information about the application process.

### Requirements

#### MPH Core Courses

MPH 501	Introduction to Public Health	4
MPH 503	Biostatistics	4
MPH 506	Research Methods in Public Health	4
MPH 511	Epidemiology	4
MPH 521	Introduction to Environmental Health	4
MPH 531	Public Health Policy	4



MPH 561	Public Health Education	4
MPH 581	Internship	4
MPH Electives		8
<b>Total Hours</b>		<b>40</b>

## Public Health

### Public Health/Human Services (MPH/HMS) Joint Degree

The MPH/HMS joint degree is a 76 credit hour master degree option that requires students to take 40 credit hours from MPH and 32 credit hours from HMS, plus a 4 credit hour internship from the MPH Program. Students take core classes from both MPH and HMS, as well as concentration and elective courses. Closure exercises from both departments are required. All prerequisites from each department apply. Interested students must meet with an academic advisor prior to enrolling. Students must submit a graduation application for each degree by the applicable deadline and will earn two separate degrees.

### Requirements

#### MPH Core Courses

MPH 501	Introduction to Public Health	4
MPH 503	Biostatistics	4
MPH 506	Research Methods in Public Health	4
MPH 511	Epidemiology	4
MPH 521	Introduction to Environmental Health	4
MPH 531	Public Health Policy	4
MPH 561	Public Health Education	4

#### HMS Core Courses

HMS 501	Critical Perspectives in Human Services	4
HMS 502	Interviewing and Assessment Skills in Human Services	4
HMS 511	Social Policy and Human Services	4
HMS 516	Ethics and Professional Development	4

#### Internship Requirement

MPH 581	Internship <sup>1,2</sup>	4
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#### MPH Concentration Courses

##### Social Determinants of Health (Required) 4

MPH 541	Social Determinants of Health	
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##### Advanced Epidemiology (Select one course from the following) 4

MPH 512	Epidemiology of Infectious Diseases	
MPH 513	Epidemiology of Chronic Diseases	
MPH 514	Analytical Epidemiology	

##### Advanced Public Health Policy (Select one course from the following) 4

MPH 508	Program Evaluation for Public Health	
MPH 575	Health Economics	
MPH 585	Introduction to Health Services and Administration	

#### HMS Elective Courses 12

##### Select three courses from one of the following concentrations:

##### Alcohol and Substance Abuse (blended curriculum)

HMS 521	Advanced Interviewing and Intervention	
HMS 525	Alcoholism and Substance Abuse	
HMS 527	Assessment and Treatment of Substance Abuse	
HMS 528	Dual Diagnosis and Relapse Prevention	

##### Child and Family Studies (blended curriculum)

HMS 521	Advanced Interviewing and Intervention	
HMS 525	Alcoholism and Substance Abuse	
HMS 533	Child Abuse And Neglect	
HMS 537	Treating Children from Diverse Populations	
HMS 567	Family Dynamics and Intervention	

##### Gerontology (blended curriculum)

HMS 508	Psychology Of Aging	
HMS 529	Perspectives on Aging	
HMS 538	Social Services Administration	
HMS 563	Sociology of Death, Dying, and Bereavement	
HMS 582	Aging And The Human Services	
HMS 588	Grant Writing in Human Services	

##### Social Service Administration (online curriculum)

BUS 541	Organizational Behavior	
HMS 514	Staff Development and Supervision	
HMS 538	Social Services Administration	
HMS 584	Introduction to Nonprofit Management	
HMS 588	Grant Writing in Human Services	
PAD 502	Organization Dynamics	
PAD 505	Human Resource Management	
PAD 543	Marketing for Public and Nonprofit Organizations	
PAD 544	Fund Raising for Public and Nonprofit Organizations	

##### Closure Exercises

HMS 585	HMS Capstone	4
MPH Comprehensive Examination <sup>3</sup>		

#### Total Hours 76

- Students in the joint MPH/HMS degree are required to complete 400 contact hours for the internship.
- Students may submit a Student Petition to use PAD 561 as one hour toward the internship requirement.
- Students MUST complete the MPH Comprehensive Examination. No credit hours are awarded for completion of the exam. Students who do not complete the examination during their final semester of study must enroll in MPH 583 (zero credit hours, one billable credit hour) each regular semester (fall/spring) until they pass the exam.

## Graduate Certificate in Community Health Education

Students completing this certificate will be able to apply theoretical foundations of health education to communicate effectively with various audiences in the community. The certificate requires successful completion of course work in each of these areas:

### Requirements

MPH 441	Human Well-Being	4
MPH 506	Research Methods in Public Health <sup>1</sup>	4

MPH 508	Program Evaluation for Public Health	4
MPH 531	Public Health Policy	4
MPH 561	Public Health Education	4
<b>Total Hours</b>		<b>20</b>

<sup>1</sup> This course has a prerequisite of an upper-level statistics or biostatistics course with a grade of B- (2.7) or better earned within the last three years. Students may use MPH 503 (four hours) to fulfill this prerequisite.

## Graduate Certificate in Emergency Preparedness and Homeland Security

The Graduate Certificate in Emergency Preparedness and Homeland Security (EPHS Certificate) is a 20-hour interdisciplinary certificate program. Courses for the certificate are offered by the following programs: Environmental Studies, Public Administration, Public Health, Criminology and Criminal Justice, Legal Studies, Political Science.

The EPHS certificate provides interdisciplinary professional education to the administrators of governmental agencies and others who need to enhance their skills and abilities. This audience may include individuals in law enforcement and fire departments administration, public health agencies, health care providers, and people in private industry. This unique program provides post-bachelors education for administrators rather than training for first responders. The three required core courses for the certificate provide students with the opportunity to gain substantial graduate-level expertise in risk assessment, risk communication, and program evaluation.

Students take three core courses and two elective courses to extend these skills to one or two disciplinary areas. The electives have been chosen to include courses on salient issues of public policy influenced by recent challenges in emergency preparedness and homeland security.

### Requirements

#### Core Courses

MPH 508	Program Evaluation for Public Health <sup>1</sup>	3-4
or PAD 533	Program Evaluation	
MPH 526	Risk Management and Communication	4
MPH 527	Environmental Risk Assessment	4

#### Elective Courses <sup>2</sup>

Select from the following:		8-9
CCJ 416	Law Enforcement Challenges: Terrorism	
CCJ 447	Investigative Concepts and Analysis	
LES 525	Health Law	
MPH 449	Environmental Toxicology	
MPH 450	Chemicals and the Citizen	
MPH 471	Emerging Diseases	
MPH 478	ECCE: Crisis in Environmental Health	
PAD 536	Intergovernmental Relations	
PSC 420	National Security Issues and the U.S. Constitution	

PSC 470	Terrorism and Public Policy	
<b>Total Hours</b>		<b>20</b>

<sup>1</sup> MPH 508 has prerequisites of MPH 503 and MPH 506 which must be taken first and in that order. Students with different course work in statistics and research methods may submit a Student Petition to substitute that course work for these prerequisites.

<sup>2</sup> Students must take at least two four-hour electives from a list of 400- and 500-level courses from participating departments. Students selecting PAD 533 for the core or a three-hour elective must take an additional elective for the certificate. Students may select the electives, in consultation with their advisor, from the following courses (other electives may be considered).

## Graduate Certificate in Environmental Risk Assessment

Risk assessment is a frequently used tool in environmental analysis. This certificate is for students who wish to acquire a level of competency in this science. The sequence of course work is technically oriented to provide students with the professional education necessary to perform introductory-level risk assessment in their workplaces. Students learn to relate risk assessment methodologies, procedures, and results to environmental health policies.

### Requirements

MPH 527	Environmental Risk Assessment <sup>1</sup>	4
MPH 528	Risk Assessment: Air, Land, and Water <sup>1</sup>	4
MPH 529	Risk Assessment Practicum <sup>1</sup>	4
MPH 575	Health Economics	4
<b>Total Hours</b>		<b>16</b>

<sup>1</sup> Students must take MPH 527, MPH 528, and MPH 529 in sequence. Students may want to continue with the additional risk management/communication tool and technique course MPH 526

## Graduate Certificate in Epidemiology

Students completing this certificate will develop analytic and computer skills to quantitatively relate epidemiologic theories necessary for specialized roles for public health practice, such as for infectious disease epidemiology. The certificate requires successful completion of course work in each of these areas:

### Requirements

ENS 404	Fundamentals of Geographic Information Systems	4
MPH 503	Biostatistics	4
MPH 511	Epidemiology	4
MPH 512	Epidemiology of Infectious Diseases	4
MPH 514	Analytical Epidemiology	4
or MPH 575	Health Economics	
<b>Total Hours</b>		<b>20</b>

## Public Policy

### Contact Information

**Website:** www.uis.edu/spmp

**Email:** mpp@uis.edu

**Office Phone:** (217) 206-6310

**Office Location:** PAC 420

- Master Degree
- Concentrations (5)

### Departmental goals and objectives:

The UIS Master of Public Policy degree (MPP) seeks to prepare students with the skills and abilities to analyze and evaluate public policy to serve the public interest and civic engagement. We educate current and future governmental and nonprofit public service professionals through the innovative integration of disciplinary knowledge and skills with practice. Our location in the state capital provides access to a diverse networked community of public affairs scholars, practitioners, and students.

Graduates of the UIS MPP program will be able to understand and demonstrate knowledge and skills in the following competencies:

- Lead and manage in public governance
- Identify public problems, research the background of the issues, and identify and evaluate alternatives to address these problems
- Participate in and contribute to the public policy process
- Describe the public policy process and the role of the various participants and stakeholders
- Apply relevant theories, knowledge, and skills to effectively lead in developing, implementing, and evaluating public policy
- Analyze, synthesize, think critically, solve problems, and make decisions
- Demonstrate the ability to collect, analyze, and interpret data for use in decision making, and drawing conclusions
- Critically read and apply findings from peer-reviewed and grey literature
- Articulate and apply a public service perspective
- Articulate the importance of and operate in a manner that facilitates democracy, equity, transparency, efficiency, and ethics
- Communicate and interact productively with a diverse and changing workforce and citizenry
- Communicate in a clear and concise manner
- Demonstrate a sensitivity of and respect for different cultures and perspectives

### The Master's Degree

The Master of Public Policy provides five concentration options for study:

- Child Advocacy and Policy Concentration (p. 193)
- Education Policy Concentration (p. 194)
- Health Policy Concentration (p. 194)
- Policy Analysis Concentration (p. 194)

- Social Policy Concentration (p. 195)

Students must complete 36 semester hours, including the Capstone course in which they will complete the master's closure exercise

- Demonstrate a sensitivity of and respect for different cultures and perspectives
- Identify different policy impacts on diverse populations and develop policy alternatives to address these

Students will also complete 12 hours of Public Administration and Public Policy Electives or approved graduate course work from another department. These 12 hours may be used to complete a concentration or Graduate Certificate. (Note, if a student elects to pursue the Graduate Geographic Information System Certificate, they will exceed the typical MPP 36 hours and will take 39 hours).

### Requirements

#### Core courses

PAD 503	Analytical Tools	3
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#### Analysis - Select one 3

PAD 525	Informatics for Public Policy	
PAD 526	Advanced Analytical Tools: Forecasting, Time Series Analysis, and Predictive Analytics	

#### Policy and Economics 15

PAD 504	Budget And Finance	
PAD 506	Public Policy for Managers	
PAD 508	Economics and Public Policy	
PAD 531	Public Policy Analysis	
PAD 533	Program Evaluation	

#### Closure Exercise

PAD 573	Capstone in Public Policy	3
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#### Public Administration and Public Policy Electives or approved graduate course work from another department. 12

<b>Total Hours</b>		<b>36</b>
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### Online Degree

All degrees offered by the department may be completed on campus or may be taken entirely online.

## Child Advocacy and Policy Concentration

Students must complete 36 semester hours, including the Capstone course in which they will complete the master's closure exercise.

### Requirements

#### Core courses

PAD 503	Analytical Tools	3
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#### Analysis - Select One 3

PAD 525	Informatics for Public Policy	
PAD 526	Advanced Analytical Tools: Forecasting, Time Series Analysis, and Predictive Analytics	

#### Policy and Economics 15

PAD 504	Budget And Finance	
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PAD 506	Public Policy for Managers	
PAD 508	Economics and Public Policy	
PAD 531	Public Policy Analysis	
PAD 533	Program Evaluation	
<b>Closure Exercise</b>		
PAD 573	Capstone in Public Policy	3
<b>Child Advocacy and Policy Concentration</b>		<b>12</b>
PAD 481	Perspectives on Child Maltreatment and Advocacy	
PAD 482	Global Child Advocacy Studies	
PAD 483	The System's Response to Child Maltreatment	
<b>Choose one additional course:</b>		
PAD 484	Childhood Trauma: Risk and Resiliency	
PAD 522	U.S. Social Policy	
<b>Total Hours</b>		<b>36</b>

Students will also complete 12 hours of Public Administration and Public Policy Electives or approved graduate course work from another department. These 12 hours may be used to complete a concentration or Graduate Certificate. (Note, if a student elects to pursue the Graduate Geographic Information System Certificate, they will exceed the typical MPP 36 hours and will take 39 hours).

## Education Policy Concentration

Students must complete 36 semester hours, including the Capstone course in which they will complete the master's closure exercise.

### Requirements

#### Core courses

PAD 503	Analytical Tools	3
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**Analysis: Must take PAD and choose one from the remaining two analytics courses** 3

PAD 525	Informatics for Public Policy	
PAD 526	Advanced Analytical Tools: Forecasting, Time Series Analysis, and Predictive Analytics	

**Policy and Economics** 15

PAD 504	Budget And Finance	
PAD 506	Public Policy for Managers	
PAD 508	Economics and Public Policy	
PAD 531	Public Policy Analysis	
PAD 533	Program Evaluation	

#### Closure Exercise

PAD 573	Capstone in Public Policy	3
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#### Educations Policy (Offered through Educational Leadership)

Education Policy Concentration

EDL 503	School Law	4
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**Choose up to two additional courses** 8

EDL 502	School Finance	
EDL 522	Legal Rights of Teachers, Parents, and Students in Educational Settings	
EDL 523	Understanding the Education Legal System and Minimizing Occupational Risks	
EDL 524	Educational Bargaining Approaches & Employability Issues	

EDL 533	Administration and Evaluation of Special Education Issues	
<b>Total Hours</b>		<b>36</b>

Students will also complete 12 hours of Public Administration and Public Policy Electives or approved graduate course work from another department. These 12 hours may be used to complete a concentration or Graduate Certificate. (Note, if a student elects to pursue the Graduate Geographic Information System Certificate, they will exceed the typical MPP 36 hours and will take 39 hours).

## Health Policy Concentration

Students must complete 36 semester hours, including the Capstone course in which they will complete the master's closure exercise.

### Requirements

#### Core courses

PAD 503	Analytical Tools	3
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**Analysis: Must take PAD 503 and choose one from the remaining two analytics courses** 3

PAD 525	Informatics for Public Policy	
PAD 526	Advanced Analytical Tools: Forecasting, Time Series Analysis, and Predictive Analytics	

**Policy and Economics** 15

PAD 504	Budget And Finance	
PAD 506	Public Policy for Managers	
PAD 508	Economics and Public Policy	
PAD 531	Public Policy Analysis	
PAD 533	Program Evaluation	

#### Closure Exercise

PAD 573	Capstone in Public Policy	3
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#### Health Policy Concentration (Offered Through Public Health)

MPH 531	Public Health Policy	4
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**Choose up to two additional courses** 8

MPH 506	Research Methods in Public Health	
MPH 508	Program Evaluation for Public Health	
MPH 541	Social Determinants of Health	
MPH 575	Health Economics	
MPH 585	Introduction to Health Services and Administration	

**Total Hours** 36

Students will also complete 12 hours of Public Administration and Public Policy Electives or approved graduate course work from another department. These 12 hours may be used to complete a concentration or Graduate Certificate. (Note, if a student elects to pursue the Graduate Geographic Information System Certificate, they will exceed the typical MPP 36 hours and will take 39 hours).

## Policy Analysis Concentration

Students must complete 36 semester hours, including the Capstone course in which they will complete the master's closure exercise.



## Requirements

### Core courses

PAD 503	Analytical Tools	3
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**Analysis: Must take PAD 503 and choose one from the remaining two analytics courses** 3

PAD 525	Informatics for Public Policy	
PAD 526	Advanced Analytical Tools: Forecasting, Time Series Analysis, and Predictive Analytics	

**Policy and Economics** 15

PAD 504	Budget And Finance	
PAD 506	Public Policy for Managers	
PAD 508	Economics and Public Policy	
PAD 531	Public Policy Analysis	
PAD 533	Program Evaluation	

### Closure Exercise

PAD 573	Capstone in Public Policy	3
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### Policy Analysis Concentration

PAD 507	Information for Decision Making	3
PAD 525	Informatics for Public Policy	3
or PAD 526	Advanced Analytical Tools: Forecasting, Time Series Analysis, and Predictive Analytics	

**Choose up to two additional courses** 6-7

PAD 431	Operations Research Methods	
PAD 432	State and Local Community Development	
PAD 534	Program Implementation	
PAD 554	Community Planning Tools	

**Total Hours** 36

<sup>1</sup> Students in this track will take both PAD 525 and PAD 526 with either counting as core or the concentration requirement

Students will also complete 12 hours of Public Administration and Public Policy Electives or approved graduate course work from another department. These 12 hours may be used to complete a concentration or Graduate Certificate. (Note, if a student elects to pursue the Graduate Geographic Information System Certificate, they will exceed the typical MPP 36 hours and will take 39 hours).

## Social Policy Concentration

Students must complete 36 semester hours, including the Capstone course in which they will complete the master's closure exercise.

## Requirements

### Core courses

PAD 503	Analytical Tools	3
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**Analysis: Must take PAD 503 and choose one from the remaining two analytics courses** 3

PAD 525	Informatics for Public Policy	
PAD 526	Advanced Analytical Tools: Forecasting, Time Series Analysis, and Predictive Analytics	

**Policy and Economics** 15

PAD 504	Budget And Finance	
PAD 506	Public Policy for Managers	
PAD 508	Economics and Public Policy	

PAD 531	Public Policy Analysis	
PAD 533	Program Evaluation	

### Closure Exercise

PAD 573	Capstone in Public Policy	3
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### Social Policy Concentration

PAD 522	U.S. Social Policy	3
PAD 535	Public Administration Diversity	3

**Choose up to two additional courses** 6

PAD 482	Global Child Advocacy Studies	
PAD 521	International Poverty, Inequality, and Development	
PAD 556	Community Economic Development	

**Total Hours** 36

Students will also complete 12 hours of Public Administration and Public Policy Electives or approved graduate course work from another department. These 12 hours may be used to complete a concentration or Graduate Certificate. (Note, if a student elects to pursue the Graduate Geographic Information System Certificate, they will exceed the typical MPP 36 hours and will take 39 hours).

## Graduate Assistantship (GA) Program

The University of Illinois Springfield awards more than 50 graduate assistantships to qualified students each year. The program is highly competitive and is designed to:

1. Recruit outstanding and promising students to graduate study, with special attention to access and equal opportunity policies
2. Provide graduate-level learning experiences through a supervised assignment
3. Provide support that enables students to complete their graduate degree on time
4. Provide UIS with limited support services in selected programs and areas

Assistantships are categorized into four types: Graduate Assistantships, Graduate Teaching Assistantships, Graduate Research Assistantships, and Pre-professional Graduate Assistantships.

Preference will be given to students who have not previously received a master's degree. The annual application deadline is **March 15**. In order to be eligible for consideration, applicants must be admitted, either fully or conditionally, into a UIS graduate degree program. To facilitate file completion and admission, applicants are strongly encouraged to initiate the application process at least two months prior to the application deadline. Files completed after March 15 will be added to the pool of eligible applicants after the first round selection process is completed.

Assistants receive a monthly stipend (taxable income) and work 20 hours per week during the academic year. During each fall and/or spring semester assistants receive a tuition and service fee waiver. Assistants serving at least one full semester during the regular academic year are eligible for a tuition and service fee waiver for up to six semester hours in the subsequent summer term. The maximum tuition waiver for the academic year is 30 hours.

For more information related to the Graduate Assistantship Program, including complete application instructions, please visit the Graduate Assistantships web page. You may also contact the Graduate Assistantship Office via email at [gaprog@uis.edu](mailto:gaprog@uis.edu) or by telephone at (217) 206-6544.

## Graduate Public Service Internship Program

Located within the Center for State Policy and Leadership, the Graduate Public Service Internship Program (GPSI) is ranked as one of Illinois' premier governmental internship programs. For over 45 years this program has provided graduate students with an opportunity for experiential learning through a public sector internship while completing a master's degree at the University of Illinois Springfield. The program is open to students from all academic backgrounds, including those who have already earned an advanced degree.

The program is comprised of a 21-month public sector internship for full-time UIS graduate students. During the academic year (August 16 - May 15) the internship obligation is 20 hours per week for a stipend of \$1,200 per month and during the intervening summer term (May 16 - August 15) the internship obligation is the full-time equivalent

for a stipend of \$2,400 per month. Additional benefits include nine credit hours of graduate tuition waiver for the fall and spring terms, an optional four-hour graduate tuition waiver for the summer term, \$300 per fiscal year for professional development activities, and a \$650 student fee waiver for the fall and spring semesters.

GPSI is a competitive internship program; therefore, completing the application process does not guarantee an internship. For first-round interview consideration, the deadline for file completion is **May 1**. "File completion" means that the application, resume, three reference letters, and notice of graduate admission are on file in the GPSI office. Internships begin August 16. **Applicants are strongly encouraged to initiate the application process at least two months prior to the GPSI application deadline of May 1.**

For additional information, including complete application instructions, and to complete the online application, visit the GPSI website. You may also contact the Office of Graduate Intern Programs by telephone at (217) 206-6158, by email at [GPSImail@uis.edu](mailto:GPSImail@uis.edu), or visit the office in BRK 475.

## Illinois Legislative Staff Intern Program

### Contact Information

**Website:** <https://www.uis.edu/illaps/ilsip/>  
**Email:** [ilsip@uis.edu](mailto:ilsip@uis.edu) or [bvand1@uis.edu](mailto:bvand1@uis.edu)  
**Office Phone:** (217) 206-6579  
**Office Location:** BRK 475

Celebrating a 60 year history and recognized as one of the top legislative internship programs in the country, ILSIP provides graduate level applicants with a professional experience working full-time with the Illinois legislature. Benefits include a monthly stipend of \$2,400 along with four hours of graduate credit in political science over the course of two semesters. Tuition and fees, including student health insurance, are covered by the program along with any required textbooks for the academic seminar.

The program offers 24 internship opportunities with one of four partisan staffs (House Democratic, House Republican, Senate Democratic, Senate Republican) of the Illinois General Assembly or with the Commission on Government Forecasting and Accountability. Internships begin in August and continue through June of the following year.

To be eligible, applicants must complete a baccalaureate degree in any academic discipline prior to the start of the internship and demonstrate a high-quality undergraduate academic record. Applications are due **March 1** each year.

For materials and further information, contact the Illinois Legislative Staff Intern Program.

## Public Affairs Reporting Scholarships

Several scholarship programs are earmarked for graduate students in the Public Affairs Reporting program. The annual awards are based

on academic achievement, financial need, and potential for a career in journalism. They are the:

- **Mark D. Allan PAR Scholarship:**

- Established by Mr. Allan, a 1986 Public Affairs Reporting graduate. Allan is currently the Director of Marketing and Public Relations at Butler University.

- **James E. Armstrong Scholarship:**

- Established in memory of the late publisher of the *Illinois State Register* and the *Illinois State Journal*, predecessors of *The State Journal-Register* in Springfield.

- **Mary and Jim Beaumont Public Affairs Reporting Scholarship**

- Established by Mary and Jim Beaumont. Mary has a graduate degree in Communication from UIS and Jim has a graduate degree in Public Affairs from UIS.

- **Mary Frances Fagan PAR Memorial Scholarship:**

- Established by friends in memory of Ms. Fagan, a 1983 Public Affairs Reporting graduate. Fagan served as assistant press secretary for Govs. Jim Thompson and Jim Edgar. Her career included 23 years as a spokesman for American Airlines. She is credited for the industry's first frequent flyer program, and through her involvement with Ebertfest, she turned what could have been a local film festival into one of international reputation.

- **Milton D. Friedland Communications Scholarship:**

- Established in memory of the late founder and general manager of WICS-TV, News Channel 20 in Springfield, and former community relations associate for the campus.

- **Steven B. Hahn Reporting Scholarship:**

- Established by his parents in his memory. Hahn was a legislative correspondent for *The State Journal-Register* and United Press International.

- **Robert P. Howard Scholarship:**

- Established by friends in memory of the late Capitol correspondent for the *Chicago Tribune*, and author of *Illinois, A History of the Prairie State*.

- **Illinois Legislative Correspondents Association (ILCA) / Miller and Heinecke Scholarship:**

- Established in honor of Burnell A. Heinecke who was a former *Chicago Sun-Times* Statehouse correspondent and former president of the ILCA, the late Bill Miller who was the former director of the UIS PAR program and a founding member of the Illinois News Broadcasters Association, and deceased ILCA members.

- **Vu Nguyen Scholarship:**

- Established in memory of Vu Nguyen, a 2008 PAR graduate who served as an education reporter for the *Daily Breeze* in Torrance, CA.

- **Douglas H. Pokorski Scholarship in Public Affairs Reporting:**

- Established in memory of Doug Pokorski, a veteran journalist for *The State Journal-Register* known for his coverage of education and history.

- **Thom M. Serafin Public Affairs Reporting Scholarship:**

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## Financial Assistance for Master's Degree Students

- Graduate Assistantship (GA) Program (p. 196)
- Graduate Public Service Internship (GPSI) Program (p. 196)
- Illinois Legislative Staff Intern Program (ILSIP) (p. 196)
- Public Affairs Reporting (PAR) Scholarships (p. 196)

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# Faculty

---

## A

**AMANDAILEE ADAMS**, Assistant Professor, Allied Health, (B.S. University of Illinois, Springfield, M.S. University of Illinois, Springfield)

**ATUL AGARWAL**, Professor, Management, Marketing, and Operations, (B.S. Indian Institute of Technology, M.B.A. University of Northern Iowa, Ph.D. University of Texas)

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**DEBORAH ANTHONY**, Professor, Legal Studies, (B.S. University of Utah, M.A. University of Texas, J.D. Georgetown University)

## B

**HEATHER BAILEY**, Associate Professor, History, (B.A. University of Illinois, Urbana-Champaign, M.A. University of Minnesota, Ph.D. University of Minnesota)

**HARSHAVARDHAN BAPAT**, Associate Professor, Chemistry, (B.S. University of Pune, India, M.S. University of Pune, India, M.S. Wright State University, Ph.D. University of Missouri, Columbia)

**JOHN BARKER**, Associate Professor, Philosophy, (B.A. Yale University, M.A. Princeton University, Ph.D. Princeton University)

**KRISTI BARNWELL**, Associate Professor, History, (B.A. University of Massachusetts, M.A. University of Texas, Austin, Ph.D. University of Texas, Austin)

**DAVID BERTAINA**, Professor, History, (B.A. St. Mary's College, M.T.S. Duke University, M.A. Catholic University of America, Ph.D. Catholic University of America)

**SOMNATH BHATTACHARYA**, Dean of the College of Business and Management; Professor, Accounting, Economics, and Finance, (B.A. Jadavpur University, Calcutta, India, MBA Northern Arizona University, Ph.D. University of South Florida)

**TIMOTHY BILL**, Instructor, Communication, (B.A. North Dakota State University, M.A. University of Kentucky)

**FENG-SHUN BIN**, Professor, Accounting, Economics, and Finance, (B.S. Zhong-shan University, China, M.A. University of Mississippi, Ph.D. University of Mississippi)

**BRYTTON BJORNGAARD**, Associate Professor, Art, Music, and Theatre, (B.A. St. Mary's University of Minnesota, M.F.A. Iowa State University)

**TRAVIS BLAND**, Associate Dean of the College of Public Affairs and Administration; Associate Professor, School of Public Management & Policy, (B.S. Radford University, M.P.A. Virginia Tech University, Ph.D. Virginia Tech University)

**ROBERT BLANKENBERGER**, Associate Professor, School of Public Management & Policy, (B.A. University of Illinois, Urbana-Champaign, M.A. University of Illinois, Chicago, Ph.D. St. Louis University)

**WILLIAM BLOEMER**, Research Professor, School of Education, (B.A. Thomas More College, Ph.D. University of Kentucky)

**LEONARD BOGLE**, Associate Professor, School of Education, (B.S. Eastern Illinois University, M.S. Illinois State University, Ph.D. Illinois State University)

**HYPATIA BOLIVAR**, Assistant Professor, Psychology, (B.S. University of Florida, Gainesville, M.S. University of Florida, Gainesville, Ph.D. University of Florida, Gainesville)

**PETER BOLTUC**, Professor, Philosophy, (M.A. Warsaw University, Poland, Ph.D. Warsaw University, Poland, Ph.D. Bowling Green State University)

**JAMES BONACUM**, Associate Professor, Biology, (B.S. State University of New York, Stony Brook, M.S. Yale University, Ph.D. Yale University)

**SALEM LOTFI BOUMEDIENE**, Assistant Professor, Accounting, Economics, and Finance, (B.Acc. University of Tunis, Tunisia, M.Acc. Southern Illinois University, Carbondale, Ph.D. University of Tunis El Manar, Tunisia)

**SVIATOSLAV BRAYNOV**, Associate Professor, Computer Science, (M.S. University of Sofia, Bulgaria, Ph.D. Russian Academy of Sciences, Russia)

**LEANNE BRECKLIN**, Associate Professor, Criminology and Criminal Justice, (B.A. DePaul University, M.A. University of Illinois, Chicago, Ph.D. University of Illinois, Chicago)

**MATTHEW BROWN**, Assistant Professor, Accounting, Economics, and Finance, (B.S. Florida State University, M.A. American University, M.S. Florida State University, Ph.D. Florida State University)

**BEVERLY BUNCH**, Professor, School of Public Management & Policy, (B.S. University of Illinois, Urbana-Champaign, M.A. Syracuse University, Ph.D. Carnegie-Mellon University)

**MICHAEL BURLINGAME**, Professor, History, (B.A. Princeton University, Ph.D. Johns Hopkins University)

**COREY BURNS**, Instructor, Chemistry, (B.S. University of Iowa, Ph.D. Texas A&M University)

**DONNA BUSSELL**, Professor, English and Modern Languages, (B.S. California State University, M.A. San Francisco State University, M.A. California State University, M.Phil. Columbia University, Ph.D. Columbia University)

**ELHAM BUXTON**, Associate Professor, Computer Science, (B.S. Sharif University of Technology, Iran, M.S. Southern Illinois University, Carbondale, Ph.D. Southern Illinois University, Carbondale)

**MARK BUXTON**, Associate Professor, Accounting, Economics, and Finance, (B.A. Western Kentucky University, M.B.A. Ball State University, Ph.D. Southern Illinois University, Carbondale)

**PATRICIA BYRNES**, Associate Professor, Accounting, Economics, and Finance, (B.A. St. Mary's College, M.S. Southern Illinois University, Carbondale, Ph.D. Southern Illinois University, Carbondale)

**C**

**MEAGAN CASS**, Associate Professor, English and Modern Languages, (B.A. Binghamton University, M.F.A. Sarah Lawrence College, Ph.D. University of Louisiana, Lafayette)

**HEI-CHI CHAN**, Associate Professor, Mathematical Sciences, (B.S. University of Illinois, Urbana-Champaign, M.S. Yale University, Ph.D. Yale University)

**BRIAN CHENG-CHIA CHEN**, Assistant Professor, Public Health, (B.S. National Taiwan Sport University, M.S. Indiana University, Ph.D. Indiana University)

**HUA CHEN**, Professor, Biology, (B.S. Zhejiang Forestry College, China, M.S. Chinese Academy of Sciences, Ph.D. Oregon State University)

**MICHAEL CHUANG**, Associate Professor, Management Information Systems, (B.S. National Taiwan University, M.S. National Taiwan University, M.S. University of Illinois, Urbana-Champaign, Ph.D. University of Illinois, Urbana-Champaign)

**VICKIE COOK**, Executive Director of Online, Professional & Engaged Learning; Research Professor, Educational Leadership, Educational Leadership, (B.A. Western Illinois University, M.S. Capella University, Ph.D. Capella University)

**CECILIA CORNELL**, Associate Vice Chancellor for Graduate Education; Associate Professor, History, (B.S. Oregon College of Education, M.A. Vanderbilt University, Ph.D. Vanderbilt University)

**KERRY COX**, Clinical Assistant Professor, School of Education, (B.A. Illinois College, Ed. D Illinois State University, M.S. Western Illinois University, Ed.D. Illinois State University)

**ADRIANA CROCKER**, Professor, School of Politics & International Affairs, (M.A. Northern Illinois University, J.D. Universidad Nacional De La Plata, Argentina, Ph.D. Northern Illinois University)

**D**

**DIANA DABEK**, Instructor, Capital Scholars Honors Program, (B.A. Florida International University, M.A. Florida International University)

**MICHAEL D. DAVIS**, Instructor, Computer Science, (B.S. Washington University, M.S. University of Illinois, Urbana Champaign; M.S. University of Illinois, Springfield)

**DUSTIN DAY**, Instructor, Communication, (B.S. Illinois State University, Normal, M.S. Illinois State University, Normal)

**KATHY DEBARR**, Associate Professor, Public Health, (B.A. Sangamon State University, M.S. Southern Illinois University, Carbondale, Ph.D. Southern Illinois University, Carbondale)

**HEATHER DELL**, Associate Professor, Sociology/Anthropology, (B.A. Trent University, M.A. University of Western Ontario, Canada, Ph.D. Duke University)

**BRANDON DERMAN**, Assistant Professor, Environmental Studies, (B.A. University of Michigan; BFA City University of New York, M.A. University of New York, Ph.D. University of Washington, Seattle)

**KAMYAR DEZHGHOSHA**, Associate Professor, Computer Science, (B.S. University of Tehran, Iran, M.S. University of California Los Angeles, Ph.D. University of Toledo)

**ANGELA DOEHRING**, Assistant Professor, Allied Health, (B.S. Ball State University, M.S. Northeastern Illinois University, Ph.D. Purdue University)

**LAN DONG**, Professor, English and Modern Languages, (B.A. Beijing University, China, M.A. Beijing University, China, M.A. Dartmouth College, Ph.D. University of Massachusetts, Amherst)

**TYRONE DOOLEY**, Associate Professor, School of Public Management & Policy, (B.S. University of Central Arkansas, M.A. University of Memphis, Ph.D. University of Arkansas)

**AMY DUNNING**, Assistant Professor, School of Education, (B.S. University of North Carolina, Greensboro., M.Ed. Elon University, North Carolina, Ph.D. University of North Carolina, Greensboro)

**E**

**EGBE EGIEBOR**, Assistant Professor, Public Health, (B.S. University of Benin, M.S. Tuskegee University, Ph.D. University of Maryland)

**JAMES ERMATINGER**, Professor, History, (B.S. San Diego State University, M.A. Indiana University, Ph.D. Indiana University)

**F**

**SCOTT FAINGOLD**, Instructor, Communication, (B.A. University of Illinois, Springfield, M.A. University of Illinois, Springfield)

**SAHAR FARSHADKHAH**, Assistant Professor, Management Information Systems, (B.S. Allameh Tabataba'i University, Iran., M.S. AL Zahra University, Iran., DBA, Louisiana Tech University, Ruston)

**SCOTT FENTON**, Instructor, English and Modern Languages, (B.A. Auburn University, M.F.A. Indiana University)

**LYNN FISHER**, Associate Professor, Sociology/Anthropology, (B.A. Oberlin College, M.A. University of Michigan, Ph.D. University of Michigan)

**VINCENT FLAMMINI**, Instructor, Social Work, (B.A. University of Notre Dame, M.S.W. University of Illinois, Urbana-Champaign)

**ALAN FREEDMAN**, Lecturer, Allied Health, (B.S. Appalachian State University, M.Ed. University of Virginia)

**RICHARD FUNDERBURG**, Associate Professor, School of Public Management & Policy, (B.A. California State University, M.P.P.A. California State University, Ph.D. University of California, Irvine)

**G**

**MATTHEW GERAS**, Assistant Professor, School of Politics & International Affairs, (B.S. Florida Southern College., M.A. University of Oklahoma., Ph.D. University of Oklahoma)

**ROGHIEH GHOLAMI**, Associate Professor, Management Information Systems, (B.Sc. Khajeh Nasir Toosi University of Technology, Tehran, Ph.D. National University of Singapore)

**JAY GILLIAM**, Associate Professor, Criminology and Criminal Justice, (B.A. Arizona State University, M.A. University of Oklahoma, Ph.D. University of Oklahoma)

**RICHARD GILMAN-OPALSKY**, Professor, School of Politics & International Affairs, (B.A. Hofstra University, M.A. The New School for Social Research, Ph.D. The New School for Social Research)

**BETSY GOULET**, Clinical Assistant Professor, School of Public Management & Policy; Experiential Problem-Based Learning, (B.A. University of Illinois, Springfield, M.A. University of Illinois, Springfield, D.P.A. University of Illinois, Springfield)

**SHARON GRAF**, Professor, Sociology/Anthropology, (B.A. University of Wyoming, M.A. Kent State University, Ph.D. Michigan State University)

**PING GUO**, Assistant Professor, Computer Science, (B.S. Harbin University of Science and Technology, M.S. University of Kentucky, Ph.D. University of Wyoming)

**YANHUI GUO**, Assistant Professor, Computer Science, (B.S. Zhengzhou University, M.S. Harbin Institute of Technology, Ph.D. Utah State University)

**SHIPRA GUPTA**, Associate Professor, Management, Marketing, and Operations, (B.A. Delhi University, India, M.S. University of Nebraska, Lincoln, Ph.D. University of Nebraska, Lincoln)

## H

**JAE SIK HA**, Associate Professor, Communication, (B.A. Sungkyunkwan University, South Korea, M.P.A. Kyung Hee University, South Korea, M.A. Southern Illinois University, Ph.D. Indiana University)

**ERIC HADLEY-IVES**, Associate Professor, Social Work, (B.A. University of Redlands, M.S.W. Washington University, St. Louis, Ph.D. Washington University, St. Louis)

**TIMOTHY HAKENEWERTH**, Assistant Professor, Human Development Counseling, (B.A. Missouri University of Science & Technology, Rolla, , M.A. Southeast Missouri State University, Cape Girardeau,, Ph.D. Idaho State University, Pocatello)

**ANNE-MARIE HANSON**, Associate Professor, Environmental Studies, (B.A. Luther College, M.A. University of Arizona, Ph.D. University of Arizona)

**KATE HARNEY**, Instructor, Allied Health, (B.S. Stony Brook University, New York, M.A. Adelphi University, Garden City, New York,, Ph.D. Concordia University Chicago, River Forest, Illinois)

**SHANE HARRIS**, Associate Professor, Art, Music, and Theatre, (B.F.A. University of Illinois, Urbana-Champaign, M.F.A. Indiana University)

**STEPHANIE HEDGE**, Assistant Professor, English and Modern Languages, (B.A. University of Windsor, M.A. University of Windsor, Ph.D. Ball State University)

**TENA HELTON**, Interim Associate Dean of the College of Liberal Arts and Sciences; Associate Professor, English and Modern Languages, (B.A. North Carolina University, M.A. North Carolina University, Ph.D. Louisiana State University)

**XIANG HUANG**, Assistant Professor, Computer Science, (B.E. Nanjing University, China, , Ph.D. Iowa State University, Ames)

**AMANDA HUGHETT**, Assistant Professor, Legal Studies, (B.A. University of Tennessee, M.A. Duke University, Ph.D. Duke University)

**DEVIN HUNTER**, Associate Professor, History, (B.A. University of Colorado, Denver, University of Chicago)

**JORDAN HYDE**, Assistant Professor, Psychology, (B.S. Brigham Young University, Idaho, Ph.D. Brigham Young University, Utah)

## I

**JOSE IRIZARRY**, Assistant Professor, School of Public Management & Policy, (B.S. John Jay College of Criminal Justice, New York, NY, MPA & M.S. John Jay College of Criminal Justice, New York, Ph.D. Florida Atlantic University, Boca Raton)

**YUICHI IWASHITA**, Associate Professor, Mathematical Sciences, (B.A. Eastern Washington University, M.S. Eastern Washington University, Ph.D. University of Illinois, Urbana-Champaign)

## J

**ANDREA JENSEN**, Assistant Professor, Allied Health, (BFA International Academy of Technology and Design, B.S. University of Illinois, MPH University of Illinois, Springfield)

**STEPHEN JOHNSON**, Associate Professor, Chemistry, (B.S. University of Illinois, Springfield, B.S. University of Illinois, Urbana-Champaign, Ph.D. Southern Illinois University School of Medicine)

**AHMAD JUMAH**, Professor, Accounting, Economics, and Finance, (B.A. Inter American University, Puerto Rico, B.S. Inter American University, Puerto Rico, MBA, Inter American University, Puerto Rico, Ph.D. Manchester University, UK)

## K

**YOUNGJIN KANG**, Assistant Professor, School of Public Management & Policy, (B.A. Chungnam National University, South Korea, M.A. Southwestern Baptist Theological Seminary, Texas, Ph.D. University of Missouri, Columbia)

**SERKAN KARADAS**, Assistant Professor, Accounting, Economics, and Finance, (B.A. Beloit College, Wisconsin , M.A. West Virginia University, Ph.D. West Virginia University)

**RANJAN KARRI**, Professor, Management, Marketing, and Operations, (B.S. Osmania University, India, M.B.A. Institute of Rural Management, India, M.B.A. Cleveland State University, Ph.D. Washington State University)

**HASAN KARTAL**, Assistant Professor, Management Information Systems, (B.S. Yildiz Technical University, Turkey, M.S. Istanbul Technical University, Turkey, Ph.D. University of Massachusetts, Lowell )

**KAMAU KEMAYO**, Associate Professor, African-American Studies, (B.A. Stanford University, M.A. University of California, Los Angeles, Ph.D. St. Louis University)

**HOLLY KENT**, Associate Professor, History, (B.A. The College of New Jersey, M.A. Lehigh University, Ph.D. Lehigh University)

**MEGHAN KESSLER**, Assistant Professor, School of Education, (B.A. Augustana College, M.A. St. Xavier University, Ph.D. University of Illinois, Urbana-Champaign)

**LENORE KILLAM**, Clinical Instructor, Public Health, (B.A. University of Illinois, Springfield, M.A. University of Illinois, Springfield)

**AMIE KINCAID**, Associate Professor, Communication, (B.A. Eastern Illinois University, M.A. Eastern Illinois University, Ph.D. University of New Mexico)

**JAMES KLEIN**, Associate Professor, Human Development Counseling, (B.S. University of Illinois, Urbana-Champaign, M.S. Northern Illinois University, Ed.D. Northern Illinois University)

**WILLIAM KLINE**, Associate Professor, Management, Marketing, and Operations, (B.A. Grove City College, M.A. Bowling Green State University, Ph.D. Bowling Green State University)

**MARC KLINGSHIRN**, Director of the Capital Scholars Honors Program; Associate Professor, Chemistry, (B.S. Ashland University, M.S. University of Tennessee, Ph.D. University of Alabama)

**LIANG KONG**, Associate Professor, Mathematical Sciences, (B.S. Henan University, China, M.S. University of Science and Technology Beijing, China, Ph.D. Auburn University)

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**KENNETH KRIZ**, Professor, School of Public Management & Policy, (B.S. University of Iowa, MPA University of Colorado, Ph.D. Indiana University)

**ARWI KRIZ**, Visiting Assistant Professor, School of Public Management & Policy, (B.S. Kasetsart University, Bangkok, Thailand, MPA University of Missouri, Kansas City, , D.P.A. University of Illinois, Springfield)

## L

**ALLISON LACHER**, Instructor, Art, Music, and Theatre, (B.F.A. Edinboro University, Pennsylvania, M.F.A. Indiana University, Bloomington)

**SALLY LAJOIE**, Clinical Assistant Professor; Instructional Services Librarian, Library, (B.A. Truman State University, M.A. University of Missouri, Columbia)

**ADAM LARISON**, Instructor, Art, Music, and Theatre, (B.M. Florida State University, Tallahassee, M.M. The San Francisco Conservatory of Music, California, DMA The Eastman School Of Music, Rochester, New York)

**JOHN LAUBERSHEIMER**, Clinical Assistant Professor; Instructional Services Librarian, Library, (B.A. University of Illinois, Urbana-Champaign, M.S. University of Illinois, Urbana-Champaign)

**CHUNG-WEI LEE**, Associate Professor, Computer Science, (B.S. National Tsing Hua University, Taiwan, M.S. National Taiwan University, Taiwan, Ph.D. University of Florida)

**SUNSHIN LEE**, Assistant Professor, Computer Science, (B. Eng. Soongsil University, Seour Korea, Masters. Eng. Soongsil University, Seour Korea, Ph. D. Virginia Tech)

**YU-SHENG LEE**, Assistant Professor, Public Health, (B.S. Fu-Jen Catholic University, Taipei, Taiwan, M.S. Taipei Medical University, Taiwan, M.S. Tulane University, New Orleans, Louisiana,, Ph.D. University of Memphis, Tennessee)

**XIAOQING LI**, Professor, Management Information Systems, (B.S. Northwestern Polytechnic University, China, M.E. Shanghai Jiao Tong University, China, Ph.D. McMaster University, Canada)

**YIFEI LI**, Assistant Professor, Mathematical Sciences, (B.A. Berea College, M.A. Washington University, St. Louis, Ph.D. Washington University, St. Louis)

**ELISE LOBUE**, Instructor, Capital Scholars Honors Program, (B.A. Illinois Wesleyan University, Ph.D. University of Iowa)

## M

**CHRISTINA MAGOULIAS**, Associate Professor, School of Education, (B.S. Millikan University, M.S. Southern Illinois University, Edwardsville, Ph.D. Southern Illinois University)

**JENNIFER MANTHEI**, Associate Professor, Sociology/Anthropology, (B.A. University of Pennsylvania, M.A. University of Arizona, Ph.D. University of Arizona)

**FRANK MARSAGLIA**, Visiting Instructor, Computer Science, (B.A. Florida Atlantic University, M.S, University of Illinois Springfield)

**JANICE MARSAGLIA**, Clinical Instructor, Mathematical Sciences, (B.A. Sangamon State University, M.A. University of Illinois, Springfield)

**JENNIFER MARTIN**, Assistant Professor, School of Education, (B.A. University of Michigan, Dearborn, MALS Oakland University, M.A. Eastern Michigan University, Ph.D. Oakland University)

**JOHN MARTIN**, Associate Professor, Chemistry, (B.A. University of Virginia, Ph.D. Case Western Reserve University)

**MARTIN MARTSCH**, Associate Professor, Social Work, (B.A. Boise State University, M.S.W. Florida State University, Ph.D. University of Wisconsin, Madison)

**STEPHANIE MAYNARD-PATRICK**, Visiting Assistant Professor, Management, Marketing, and Operations, (B.S. University of West Florida , MHRIR University of Illinois at Urbana Champaign, , Ph.D. New Mexico State University, Los Cruces)

**SEAN MCCANDLESS**, Assistant Professor, School of Public Management & Policy, (B.A. Colorado State University, Pueblo, M.A. University of Colorado, Denver, Ph.D. University of Colorado, Denver)

**ANN MCCAUGHAN**, Associate Professor, Human Development Counseling, (B.S. Evergreen State College, Master of Counseling Idaho State University, Ph.D. Idaho State University)

**KAY MCCHESENEY**, Associate Professor, Social Work, (M.A. Brigham Young, M.S.W. Washington University, Ph.D. University of Southern California)



**KARL MCDERMOTT**, Professor, Accounting, Economics, and Finance, (B.A. Indiana University of Pennsylvania, M.A. University of Wyoming, Ph.D. University of Illinois, Urbana-Champaign)

**AMY MCEUEN**, Associate Professor/Research Associate Professor, Environmental Studies, Biology, (B.A. University of California, Berkeley, M.S. University of Michigan, Ph.D. University of Michigan)

**HOWARD S. MCMINN**, Director of Collections and Scholarly Communications, Clinical Associate Professor, Library, (B.S. Purdue University, M.L.I.S. Indiana University)

**HANFU MI**, Professor, School of Education, (B.A. Shanxi University, the People's Republic of China, M.Ed. University of South Carolina, Ph.D. University of South Carolina Columbia)

**MICHAEL MILLER**, Associate Professor, Art, Music, and Theatre, (B.F.A. Texas Christian University, M.F.A. University of Michigan)

**MICHELE MILLER**, Associate Professor, Psychology, (B.S. University of Wisconsin, Madison, M.S. University of Wisconsin, Madison, Ph.D. University of Wisconsin, Madison)

**RHONDA MITCHELL**, Clinical Associate Professor, School of Education, (B.S. Bradley University, M.Ed. University of Illinois, Urbana-Champaign, Ed.D. University of Illinois, Urbana-Champaign)

**LAYNE MORSCH**, Professor, Chemistry, (B.S. Mankato State University, Ph.D. University of Illinois, Chicago)

**MICHAEL MURPHY**, Associate Professor, Women and Gender Studies, (B.A. University of Iowa, M.A. Washington University, St. Louis, Ph.D. Washington University, St. Louis)

## N

**FRANK NATION**, Associate Professor, Accounting, Economics, and Finance, (B.S. University of Illinois, Urbana-Champaign, M.S.A. Southern Illinois University, Edwardsville, Ph.D. Southern Illinois University, Carbondale)

**ROSINA NEGINSKY**, Associate Professor, Art, Music, and Theatre, (B.A. University of Paris III, France, M.A. University of Paris III, France, M.S. University of Illinois, Urbana-Champaign, Ph.D. University of Illinois, Urbana-Champaign)

**TUNG NGUYEN**, Associate Professor, Mathematical Sciences, (B.S. University of Ho Chi Minh City, Vietnam, Diploma Mathematics International Center for Theoretical Physics, Italy, Ph.D. Auburn University)

**TIFFANY NIELSON**, Associate Professor, Human Development Counseling, (B.S. Brigham Young University, M.Coun. Idaho State University, Ph.D. Idaho State University)

**ALI NIZAMUDDIN**, Associate Professor, School of Politics & International Affairs, (B.A. Northwestern University, M.A. Columbia University, Ph.D. Columbia University)

**KATHY NOVAK**, Interim Associate Vice Chancellor for Undergraduate Education; Professor, Communication, (B.A. Illinois College, M.A. University of Illinois, Springfield, Ph.D. University of Illinois, Urbana-Champaign)

## O

**SIBEL OKTAY KARAGUL**, Associate Professor, School of Politics & International Affairs, (B.A. Sabanci University, Turkey, M.A. Syracuse University, Ph.D. Syracuse University)

**SEVILAY ONAL**, Assistant Professor, Management, Marketing, and Operations, (B.S. Istanbul University, M.S. New Your University, Ph.D. New Jersey Institute of Technology, Newark)

**KENNETH OWEN**, Associate Professor, History, (B.A. The Queen's College, University of Oxford, England, M.A. The Queen's College, University of Oxford, England, Ph.D. The Queen's College, University of Oxford, England)

## P

**DENNIS PAPINI**, Vice Chancellor for Academic Affairs and Provost; Professor, Psychology, (B.S. Western Illinois University, M.A. West Virginia University, Ph.D. West Virginia University)

**GRAHAM PECK**, Professor, History, (B.A. California State University, Haward, M.A. Northwestern University, Ph.D. Northwestern University)

**RICARDO PEREZ**, Instructor, Communication, (B.S. Lake Superior State University, M.A. Central Michigan University)

**JONATHAN PERKINS**, Associate Professor, Art, Music, and Theatre, (B.A. Harvard University, M.A. University of Michigan, Ann Arbor, Ph.D. University of Michigan, Ann Arbor)

**CARL PETERSON**, Instructor, Accounting, Economics, and Finance, (B.S. Illinois State University, M.S. University of Illinois, Chicago, Ph.D. University of Illinois, Chicago)

**TRUNG PHAM**, Assistant Professor, Accounting, Economics, and Finance, (B.A. Ankara University, Turkey, , M.A. International University of Japan, Nigata, M.A. American University, Washington D.C., M.S. Michigan State University, East Lansing,, Ph.D. Kent State University, Ohio)

**WILLIAM PHILLIPS**, Associate Professor, School of Education, (B.A. Illinois State University, M.A. Illinois State University, Ed.D. University of Illinois, Urbana-Champaign)

**JASON PIERCESON**, Professor, School of Politics & International Affairs, (B.A. Knox College, Ph.D. Brandeis University)

**PATTIE PIOTROWSKI**, University Librarian and Dean; Library Instructional Services; Associate Professor, Library, (B.A. Rosary College, MLS Dominican University; MBA Illinois Institute of Technology)

**JASON PISCIA**, Assistant Professor, Public Affairs Reporting; Institute for Legal, Legislative, and Policy Studies, (B.S. Illinois State University, M.A. University of Illinois, Springfield)

**DANIEL PLATT**, Assistant Professor, Legal Studies, (B.A. Loyola University, Chicago , M.A. University of Connecticut, Ph.D. Brown University, Providence, Rhode Island)

**DATHAN POWELL**, Associate Professor, Art, Music, and Theatre, (B.F.A. Illinois Wesleyan University, M.F.A. Indiana University)

**R**

**GARY REINBOLD**, Associate Professor, School of Public Management & Policy, (B.S. Michigan Technological University, M.A. Concordia University, J.D. University of Michigan Law School, Ph.D. Harvard University)

**SHERYL REMINGER**, Professor, Psychology, (B.A. Northwestern University, M.A. University of Arizona, Ph.D. University of Arizona)

**NOAH REYNOLDS**, Assistant Professor, Biology, (B.S. University of Illinois, Springfield, M.S. University of Illinois, Urbana-Champaign, Ph.D. Ohio State University)

**ELIZABETH RIBARSKY**, Professor, Communication, (B.A. Central Michigan University, M.A. Central Michigan University, Ph.D. University of Nebraska)

**CAROLEE RIGSBEE**, Assistant Professor, Management, Marketing, and Operations, (B.A. University of New Brunswick, Canada, M.B.A. University of Texas, San Antonio)

**BRIAN-THOMAS ROGERS**, Instructor, Computer Science, (B.S. University of Illinois, Springfield, M.S. University of Illinois, Springfield)

**THOMAS ROTHFUS**, Research Assistant Professor, Environmental Studies, (B.S.S. Cornell College, Ph.D. University of Chicago)

**S**

**SARAH SAGMOEN**, Director of Learning Commons and User Services; Clinical Assistant Professor, Library, (B.S. Illinois State University, M.L.S. Dominican University)

**PAMELA SALELA**, Associate Professor, Coordinator Central Illinois Nonprofit Resource Center, (B.A. University of Illinois, Urbana-Champaign, M.A. and M.S. University of Illinois, Urbana-Champaign)

**CAROL SALTSGAVER**, Clinical Instructor, Mathematical Sciences, (B.A. Cameron University, M.S. University of Oklahoma)

**DAVID SANER**, Instructor, Accounting, Economics, and Finance, (B.S. University of Illinois, Urbana-Champaign, M.B.A. Indiana University, Bloomington)

**MISTY SAX**, Assistant Professor, Allied Health, (B.S. Virginia Polytechnic Institute and State University, M.S. University of Oregon, Ph.D. Rocky Mountain University of Health Professions, Provo, Utah)

**STEPHEN SCHNEBLY**, Associate Professor, Criminology and Criminal Justice, (B.A. Southern Illinois University, Carbondale, M.A. Southern Illinois University, Carbondale, Ph.D. University of Missouri, St. Louis)

**HALEY SEIF**, Associate Professor, Sociology/Anthropology, (B.A. Yale College, M.A. University of Arizona, Ph.D. University of California, Davis)

**PETER SHAPINSKY**, Professor, History, (B.A. Kenyon College, Ph.D. University of Michigan)

**SUDEEP SHARMA**, Associate Professor, Management, Marketing, and Operations, (M.B.A. London School of Economics and Political Science, Ph.D. Washington University, St. Louis)

**FRANCES SHEN**, Professor, Psychology, (B.A. Illinois Wesleyan University, M.A. Southern Illinois University, Carbondale, Ph.D. Southern Illinois University, Carbondale)

**JUNU SHRESTHA**, Assistant Professor, Public Health, (B.S. Kathmandu University, Nepal, M.S. Kathmandu University, Nepal, M.S. University of Northern Iowa, Ed.D. University of Northern Iowa)

**JUNU SHRESTHA**, Assistant Professor, Public Health, (B.S. Kathmandu University, Nepal, M.S. Kathmandu, Nepal, M.S. University of Northern Iowa, Cedar Falls, Ed.D. University of Northern Iowa, Cedar Falls)

**NEETU SINGH**, Assistant Professor, Management Information Systems, (B. Tech. Himachal Pradesh University, M.S. Birla Institute of Technology, Ph.D. Georgia State University)

**JOSHUA SMITH**, Instructor, Computer Science, (B.S. University of Illinois, Springfield, M.S. University of Illinois, Springfield)

**ROBERT W. SMITH**, Dean of the College of Public Affairs and Administration; Professor, School of Public Management & Policy, (B.A. College of Saint Rose, MPA State University of New York, Albany, Ph.D. State University of New York, Albany)

**ROXANNE KURTZ SMITH**, Associate Professor, Philosophy, (B.S. Florida Institute of Technology, M.A. Tufts University, Ph.D. Massachusetts Institute of Technology)

**YONA STAMATIS**, Associate Professor, Art, Music, and Theatre, (B.A. Columbia University, Ph.D. University of Michigan)

**NATHAN STEELE**, Associate Professor, Management, Marketing, and Operations, (B.S. Murray State University, Ph.D. Indiana University)

**RICHARD STOKES**, Instructor, Biology, (B.S. Northern Kentucky University, Ph.D. University of Cincinnati)

**ANN STRAHLE**, Associate Professor, Communication, (B.A. Indiana University School of Journalism, M.A. Indiana University School of Journalism)

**MEGAN STYLES**, Associate Professor, Environmental Studies, (B.A. Washington University, St. Louis, M.A. University of Washington, Ph.D. University of Washington)

**KAREN SWAN**, Professor, Educational Leadership, (B.A. University of Connecticut, M.Ed. Keene State College, Ed.D. Columbia University)

**CARRIE SWITZER**, Associate Professor, Psychology, (B.S. McPherson College, M.Ed. University of Pittsburgh, Ph.D. University of Pittsburgh)

**T**

**ERIC THIBODEAUX-THOMPSON**, Professor, Art, Music, and Theatre, (B.A. University of Minnesota, Minneapolis, M.F.A. University of Nebraska, Lincoln)

**MILISSA THIBODEAUX-THOMPSON**, Associate Professor, Art, Music, and Theatre, (B.F.A. University of Texas, M.F.A. University of Nebraska, Lincoln)

**HOLLY THOMPSON**, Associate Professor, Human Development Counseling, (B.S. Bradley University, M.A. Bradley University, Ph.D. Idaho State University)

**TIH-FEN TING**, Associate Professor, Environmental Studies, (B.S. Tunghai University, Taiwan, M.S. Humboldt State University, Ph.D. University of Michigan)

**JOHN TRANSUE**, Associate Professor, School of Politics & International Affairs; Institute for Legal, Legislative, and Policy Studies, (B.A. University of Michigan, Ph.D. University of Minnesota)

## U

**MOHAMMED UDDIN**, Assistant Professor, Accounting, Economics, and Finance, (BC University of Chittagong, Bangladesh, MC University of Chittagong, Bangladesh, MBA Leeds University, UK, Ph.D. Aston University, UK)

## V

**LUCIA VAZQUEZ**, Associate Vice Chancellor for Research & Innovation; Professor, Biology, (B.S. Universidad Nacional Autonoma de Mexico, Mexico, Ph.D. Cornell University)

**LUCAS VESPA**, Associate Professor, Computer Science, (B.S. Colorado Technical University, M.S. Southern Illinois University, Carbondale, Ph.D. Southern Illinois University, Carbondale)

**JORGE VILLEGAS**, Associate Dean; Professor, College of of Business and Management; Professor, Management, Marketing, and Operations, (B.B.A. Instituto Tecnológico y de Estudios Superiores de Monterrey, Mexico, M.B.A. Instituto Tecnológico y de Estudios Superiores de Monterrey, Mexico, Ph.D. University of Texas)

**LISA VINSON**, Lecturer, School of Public Management & Policy, (B.A. Chicago State University, Illinois, M.A. Chicago State University, Illinois, Ph.D. Northern Illinois University, DeKalb)

## W

**MAGIC WADE**, Associate Professor, School of Public Management & Policy, (B.A. Eastern Washington University, M.A. Western Washington University, Ph.D. University of Minnesota)

**JUNFENG WANG**, Associate Professor, Public Administration, (B.S. China University, China, M.S. China University, China, M.P.A. University of North Carolina, Charlotte, Ph.D. University of North Carolina, Charlotte)

**TE-WEI WANG**, Professor, Management Information Systems, (M.S. University of Missouri, Rolla, Ph.D. Southern Illinois University, Carbondale)

**YUAN WEN**, Assistant Professor, Management, Marketing, and Operations, (B.A. Guangxi University, China Ph.D. Washington State University, Pullman, M.A. Ohio University, Athens, Ph.D. Washington State University, Pullman)

**ROGER WEST**, Instructor, Computer Science, (B.S. University of Illinois, Urbana-Champaign, M.S. University of Illinois, Springfield, Ph.D. Southern Illinois University, Carbondale)

**CELESTINE WEUVE**, Associate Professor/Director, Masters in Athletic Training, Allied Health, (B.A. Buena Vista University, M.S.

Springfield College Massachusetts, Ph.D. Rocky Mountain University of Health Professionals)

**JENNIFER WHALEN**, Instructor, English and Modern Languages, (B.A. Northern Kentucky University, MFA Texas State University)

**RYAN WILLIAMS**, Associate Professor, Criminology and Criminal Justice, (B.A. University of British Columbia, Canada, M.A. University of Calgary, Canada, Ph.D. Pennsylvania State University)

**WILLIAM WILSON**, Clinical Assistant Professor, Allied Health, (B.S. University of Illinois, Springfield, M.S. University of Illinois, Springfield)

**LIVIA WOODS**, Assistant Professor, English and Modern Languages, (B.A. Sarah Lawrence College, M.A. Uppsala University, Sweden, Ph.D. CUNY Graduate Center, New York)

## Y

**YINGYUAN YANG**, Assistant Professor, Computer Science, (B.S. Yunnan University, China, M.S. Temple University, Ph.D. University of Tennessee)

**MARCEL YODER**, Associate Professor, Allied Health, (B.A. Goshen College, M.A. Ball State University, Ph.D. University of Louisville)

**JAE POM YOM**, Assistant Professor, Allied Health, (B.A. Dankook University, Seoul, Korea, Ph.D. University of Georgia, Athens)

## Z

**DIANA ZALESKI**, Assistant Professor, Psychology, (B.A. Millikan University, M.S. Ed. Northern Illinois University, Ph.D. Northern Illinois University)

**YIFENG ZHANG**, Associate Professor, Management Information Systems, (B.E. Donghua University, China, M.S. Renmin University of China, Ph.D. University of Illinois, Chicago)

**YUN ZHAO**, Assistant Professor, Environmental Studies, (B.S. Nanjing University of Information Science and Technology, China, M.S. Oklahoma State University, Ph.D. Oklahoma State University)

**NATALYA ZINKEVICH**, Assistant Professor, Biology, (M.S. Saint-Petersburg State University, Russia, Ph.D. Russian Academic of Sciences, Moscow)

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# Accountancy

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Accountancy BA	On Campus (Springfield & Peoria)	No additional admission requirements beyond the general UIS criteria	*Minimum GPA of "C" (2.0) is required in the following courses: ACC 211 and ACC 212  *Minimum grade of "C-" is required in the following courses: ECO 213, MAT 113 or other calculus, ECO 201 AND ECO 202, OR ECO 315	N/A	N/A	N/A

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Accountancy MA	On Campus	*Applicants must complete the following prerequisite course work:  *Foundational Prerequisite Course Requirements: ACC 211 & ACC 212; ECO 201 & ECO 202, or ECO 315; ECO 213 or MAT 121; or their equivalents  *Upper Division Accounting Prerequisite Course Requirements: ACC 321, ACC 322, and ACC 464, or their equivalents  *A grade of C (2.0) or better must be earned in each Upper Division accountancy prerequisite course (grades of C- or lower will not be accepted) for full admission.	*Applicants must complete the following prerequisite course work:  *Foundational Prerequisite Course Requirements: ACC 211 & ACC 212; ECO 201 & ECO 202, or ECO 315; ECO 213 or MAT 121; or their equivalents  *Upper Division Accounting Prerequisite Course Requirements: ACC 321, ACC 322, and ACC 464, or their equivalents  *A grade of C (2.0) or better must be earned in each Upper Division accountancy prerequisite course (grades of C- or lower will not be accepted) for full admission.	Department Chair	Students can be admitted conditionally until all admissions requirements are met. Students receiving financial aid must be fully admitted after one year in order to maintain their eligibility. No	N/A
Graduate Certificate in Public Utility Management and Regulation	Online	*A graduate non-degree seeking application (with the certificate designated).  *Official undergraduate transcripts with degree documentation.  *A 3.0 cumulative undergraduate GPA of better, or substantial experience and responsibility in a field related to the area of study, as documented by a current resume.	N/A	Admission to the Masters of Accountancy Certificate in Public Utility Management and Regulation will be granted by the department faculty on the basis of an evaluation of an applicant's complete file. Admission is limited by enrollment capacity.	N/A	N/A

## Athletic Training

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Athletic Training MA	On Campus	<p>*50 hours of documented clinical observation/experience under a certified athletic trainer within 2 years prior to program application. Hours obtained under the supervision of a physical therapist DO NOT count unless the individual is dual credentialed as an AT and the hours were obtained in a traditional athletic training facility or field setting, not in an outpatient physical therapy clinic. Please use the ATH Observation Form to record your hours.</p> <p>*Evidence of current CPR/AED Certification for the Healthcare Professional (American Heart Association preferred)</p> <p>*Evidence of current First Aid Certification or equivalent</p> <p>*Three Letters of Recommendation</p>	<p>*Undergraduate cumulative GPA of 2.70 and a 3.0 GPA in Prerequisite Courses (minimum grade of "C" in each course)</p> <p>*Two semesters of anatomy and physiology with labs</p> <p>*One course in the following: general biology, general psychology, physiology of exercise, biomechanics or kinesiology, nutrition, introductory health course, statistics, chemistry, physics</p> <p>Recommended Courses: *Medical Terminology *Research Methods *Strength and Conditioning</p>	MATR Admissions Committee	N/A	N/A

## Biochemistry

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Biochemistry BS	On campus	No additional admission requirements beyond the general UIS criteria	*CHE 141, CHE 142, CHE 267, CHE 268, CHE 269, CHE 271, MAT 115, MAT 116, ASP 201 and ASP 202  *The general UIS criteria for transfer are followed. Some institutions may have more specific transfer agreements.	N/A	N/A	N/A

## Biology

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Biology BS	On campus	No additional admission requirements beyond the general UIS criteria	<p>*BIO 141, BIO 142, CHE 141, CHE 142, CHE 267, CHE 268, and MAT 121</p> <p>*Up to 12 semester hours of approved lower-division courses may be transferred from an accredited institution of higher education to make up deficiencies. Transfer courses must have a grade of C or better.</p>	N/A	N/A	N/A



## Business Administration

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Business Administration BBA	On campus and Online	*There are no additional admission requirements beyond the general UIS admissions criteria.	N/A	N/A	N/A	N/A

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Business Administration MBA	Blended or Online	<p>*All admission criteria must be completed to register for MBA course work.</p> <p>*A cumulative GPA of 2.5 or greater is preferred. GPAs below 2.0 will not be considered.</p> <p>*Current resume. *Official GMAT score</p> <p>*The cumulative GPA will determine the total GMAT score required.</p> <p>The GMAT will be waived if: 1) The cumulative GPA is 2.5 or better, OR 2) A previous master's degree (or higher) has been earned, OR 3) A minimum of three years of supervisory and middle-professional experience is documented with the email contact information of three reference provided and approved by an ad hoc committee of MBA faculty and the director.</p>	<p>ACC 505 and BUS 501 with grades of C- or better, and must be taken before or during student's first semester of core course work</p> <p>Preferably, prerequisites should normally be completed within seven years of application to the MBA program.</p> <p>*Prerequisites may be taken as a conditional student or concurrently with MBA curriculum.</p>	Admission is granted by the department faculty on the basis of an evaluation of an applicant's complete file.	Yes, for completion of prerequisites and/or GMAT exam	N/A

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Healthcare Management - Graduate Certificate	Online	N/A	N/A	Admission is granted by the department faculty on the basis of an evaluation of an applicant's complete file	Yes, for completion of prerequisites	N/A

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Operations and Supply Chain Management - Graduate Certificate	On Campus & Online	N/A	<p>*Each prerequisite must be completed with a C- or better. Any prerequisite exceptions must have instructor approval.</p> <p>Option 1:*ACC 311 (or ACC 211 and ACC 212) and ECO 315 (or ECO 201 and ECO 202) and BUS 501 may be completed concurrently with starting certificate course work.</p> <p>OR</p> <p>Option 2:BUS 322 must be completed before starting certificate course work. Preferably, prerequisites should be completed within seven years of application to the certificate program.</p>	Admission is granted by the department faculty on the basis of an evaluation of an applicant's complete file.	Yes, for completion of prerequisites.	N/A

## Chemistry

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Chemistry BS	On campus	No additional admission requirements beyond the general UIS criteria	*CHE 141, CHE 142, CHE 267, CHE 268, CHE 269, CHE 271, MAT 115, MAT 116, ASP 201 and ASP 202  *The general UIS criteria for transfer are followed. Some institutions may have more specific transfer agreements.	N/A	N/A	N/A

## Communication

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
COM BA	On campus	<p>*Students whose native language is not English must meet the Basic Entrance Requirements for English Language Proficiency.</p> <p>Please visit the UIS English Proficiency Requirements website for further information.</p> <p><a href="http://www.uis.edu/international-applicants/english-proficiency-requirements">www.uis.edu/international-applicants/english-proficiency-requirements</a></p>	N/A	N/A	N/A	N/A
COM BA	Online	<p>*Submit a statement in which they describe their professional and educational goals, rationale for wanting to complete the degree online, as well as discuss their access to the Internet and their possession of relevant technological / computer skills.</p> <p>*Admission to the online Communication B.A. program is competitive.</p> <p>The number of students admitted each term is limited by enrollment capacity. Applications are evaluated on a rolling basis.</p>	<p>Preference for admission will be given to applicants who:</p> <ol style="list-style-type: none"> <li>1. Have either completed at least 60 hours of undergraduate course work or earned an Associate of Arts degree.</li> <li>2. Have completed the following courses at the time of application : Introduction to Oral Communication, English Composition 1 &amp; 2 Mathematics general.</li> </ol>	N/A	N/A	N/A



Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
COM MA	On campus	<p>*Minimum overall undergraduate GPA of 3.00</p> <p>*Two letters of recommendation including one from an academic source</p> <p>*One – two page personal statement of purpose</p> <p>*Passing score on COM Department graduate admission writing examination</p> <p>*Students whose native language is not English must meet the Basic Entrance Requirements for English Language Proficiency.</p> <p>Please visit the UIS English Proficiency Requirements website for further information.</p> <p><a href="http://www.uis.edu/international-applicants/english-proficiency-requirements">www.uis.edu/international-applicants/english-proficiency-requirements</a></p>	N/A	Department Chair and at least two additional COM faculty	Yes, must complete eight credit hours of prescribed COM courses and receive a grade of B or better for full admission	Yes, petition process with review by all COM faculty

## Computer Science

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Computer Science BS	On Campus	<p>*Students whose native language is not English must meet the Basic Entrance Requirements for English Language Proficiency.</p> <p>Please visit the UIS English Proficiency Requirements website for further information.</p> <p><a href="http://www.uis.edu/international-applicants/english-proficiency-requirements">www.uis.edu/international-applicants/english-proficiency-requirements</a></p>	<p>*Two semesters of Java programming (CSC 225 and CSC 275 or equivalents)</p> <p>*One semester of business calculus or calculus</p> <p>*One semester of discrete structures or discrete mathematics or finite mathematics</p> <p>*One semester of statistics</p> <p>(Students may take these entrance requirements at UIS)</p>	N/A	N/A	N/A
Computer Science BS	Online	<p>Applicants to the online degree program must have at least 30 semester hours of college-level transfer credit with a cumulative grade point average of at least 2.00 on a 4.00 scale.</p> <p>*Applicants to the online B.S. degree are accepted in fall, spring, and summer semesters.</p> <p>*Students whose native language is not English must meet the Basic Entrance Requirements for English Language Proficiency.</p> <p>Please visit the UIS English Proficiency Requirements website for further information.</p> <p><a href="http://www.uis.edu/international-applicants/english-proficiency-requirements">www.uis.edu/international-applicants/english-proficiency-requirements</a></p>	<p>*Two semesters of Java programming (CSC 225 and CSC 275 or equivalents)</p> <p>*One semester of business calculus or calculus</p> <p>*One semester of discrete structures or discrete mathematics or finite mathematics</p> <p>*One semester of statistics</p> <p>(Students may take these entrance requirements at UIS)</p>	N/A	N/A	N/A

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Computer Science MS	On campus & Online	<p>*Minimum overall undergraduate GPA of 2.70 for full admission</p> <p>*Students whose native language is not English must meet the Basic Entrance Requirements for English Language Proficiency.</p> <p>Please visit the UIS English Proficiency Requirements website for further information.</p> <p><a href="http://www.uis.edu/international-applicants/english-proficiency-requirements">www.uis.edu/international-applicants/english-proficiency-requirements</a></p>	<p>*Computer Science undergraduate degree or stipulated prerequisite:</p> <p>*CSC 302 or MAT 302 or MAT 114, MAT 113 or MAT 115, MAT 121, CSC 225, CSC 275, CSC 376, CSC 385, CSC 388, CSC 389</p> <p>*International students must have completed a course in data structures and algorithms to be considered for admission to the master's degree program.</p>	Department Head	Yes, a placement exam is required for all conditionally admitted students.	Yes

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Information Assurance - Graduate Certificate	Online	*Students must hold a baccalaureate degree from an accredited institution and meet campus requirements for admission to graduate study.	CSC 302 or MAT 302 or MAT 114, MAT 113 or MAT 115, MAT 121, CSC 225, CSC 275, CSC 376, CSC 385, CSC 388, CSC 389	Department Head	Yes, Students who have not completed all prerequisites can be admitted conditionally to take classes at UIS to complete the entrance requirements.	N/A
Systems Security- Graduate Certificate	Online	*Students must hold a baccalaureate degree from an accredited institution and meet campus requirements for admission to graduate study.	CSC 302 or MAT 302 or MAT 114, MAT 113 or MAT 115, MAT 121, CSC 225, CSC 275, CSC 376, CSC 385, CSC 388, CSC 389	Department Head	Yes. Students who have not completed all prerequisites can be admitted conditionally to take classes at UIS to complete the entrance requirements.	N/A

## Criminology and Criminal Justice

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Criminology and Criminal Justice BA	On campus	<p><b>Additional admission criteria for transfer students:</b></p> <p>*Minimum cumulative transfer GPA of 2.50 on a 4.0 scale for full admission</p>	N/A	N/A	Yes: Transfer students with a cumulative GPA below 2.50 are granted conditional admission to the major that permits enrollment in up to 12 semester hours of advisor-approved courses during the first semester	N/A



# Cybersecurity Management

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Cybersecurity Management MS	On Campus & Online	<p>*Students must compete an application to the university and have official transcripts from all colleges and universities attended submitted to the Office of Admissions.</p> <p>Full admission to master's level studies may be granted to those who have earned a baccalaureate degree from a regionally accredited college or university with a cumulative undergraduate grade point average of at least 2.50 on a 4.0 scale.</p> <p>*Students whose native language is not English must meet the Basic Entrance Requirements for English Language Proficiency.</p> <p>Please visit the UIS English Proficiency Requirements website for further information.</p> <p><a href="http://www.uis.edu/international-applicants/english-proficiency-requirements">www.uis.edu/international-applicants/english-proficiency-requirements</a></p>		Department Chair	Yes, all admissions are conditional until prerequisites are completed.	N/A

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Cybersecurity Administration - Graduate Certificate	On Campus & Online	<p>Students must hold a baccalaureate degree from an accredited institution and meet campus requirements for admission to graduate study.</p> <p>*Candidates for the certificate will be expected to complete course requirements with a grade of C (2.0) or better (a grade of C- or lower is not acceptable) and a cumulative B (3.0) GPA across the curriculum</p>	No required courses can be transferred into graduate certificate, however, pre-requisite courses may be with program approval.	Department Chair	Yes, all admissions are conditional until prerequisites are completed.	N/A

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Cybersecurity Management - Graduate Certificate	On Campus & Online	<p>Students must hold a baccalaureate degree from an accredited institution and meet campus requirements for admission to graduate study.</p> <p>*Candidates for the certificate will be expected to complete course requirements with a grade of C (2.0) or better (a grade of C- or lower is not acceptable) and a cumulative B (3.0) GPA across the curriculum</p>	No required courses can be transferred into graduate certificate, however, pre-requisite courses may be with program approval.	Department Chair	Yes, all admissions are conditional until prerequisites are completed.	N/A

## Data Analytics

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Data Analytics MS	On campus	<p>*Completed a Bachelor's degree with a minimum undergraduate GPA of 3.0 on a 4.0 scale</p> <p>*Completed all prerequisite courses with grade B- or better</p> <p>*Provide written evidence of ability to perform at a high academic level by submitting a personal and academic statement</p> <p>*Students whose native language is not English must meet the Basic Entrance Requirements for English Language Proficiency.</p> <p>Please visit the UIS English Proficiency Requirements website for further information.</p> <p><a href="http://www.uis.edu/international-applicants/english-proficiency-requirements">www.uis.edu/international-applicants/english-proficiency-requirements</a></p>	<p>*MAT 113 or MAT 115, MAT 121, CSC 302, CSC 225, CSC 275, CSC 385, DAT 332</p> <p>*Students must have completed a course in data structures and algorithms to be considered for admission to the master's degree program.</p> <p>*Students who have not completed all prerequisites can be admitted conditionally to take classes at UIS to complete the entrance requirements. The prerequisite courses must be completed with a minimum grade of B-.</p>	N/A	Yes	N/A

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Data Analytics MS	Online	<p>** Admissions to the online program will not be granted to international students residing outside of the U.S.</p> <p>*Completed a Bachelor's degree with a minimum undergraduate GPA of 3.0 on a 4.0 scale</p> <p>*Completed all prerequisite courses with grade B- or better</p> <p>*Provide written evidence of ability to perform at a high academic level by submitting a personal and academic statement</p> <p>*Students whose native language is not English must meet the Basic Entrance Requirements for English Language Proficiency.</p> <p>Please visit the UIS English Proficiency Requirements website for further information.</p> <p><a href="http://www.uis.edu/international-applicants/english-proficiency-requirements">www.uis.edu/international-applicants/english-proficiency-requirements</a></p>	<p>MAT 113 or MAT 115, MAT 121, CSC 302, CSC 225, CSC 275, CSC 385, DAT 332</p> <p>*Students must have completed a course in data structures and algorithms to be considered for admission to the master's degree program.</p> <p>*Students who have not completed all prerequisites can be admitted conditionally to take classes at UIS to complete the entrance requirements. The prerequisite courses must be completed with a minimum grade of B-.</p>	N/A	Yes	N/A

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Data Analytics Graduate Certificate	On campus & Online	Students must hold a baccalaureate degree from an accredited institution and meet campus requirements for admission to graduate study	<p>*MAT 113 or MAT 115, MAT 121, CSC 302, CSC 225, CSC 275, CSC 385, DAT 332</p> <p>*Students who have not completed all prerequisites can be admitted conditionally to take classes at UIS to complete the entrance requirements. The prerequisite courses must be completed with a minimum grade of B-.</p>	Department Head	Yes	N/A



## Education

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Education MA	Online	<p>*Minimum overall undergraduate GPA of 3.00 for full admission.</p> <p>*Portfolio and Interview (as required by Illinois Administrative Code)for endorsement seekers only</p>	N/A	Department Chair	Yes, Conditional admits may be granted for undergraduate GPA between 2.50 and 2.99.	Yes, appeal to Dean

## Educational Leadership

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Educational Leadership MA	On campus	*Minimum overall undergraduate GPA of 3.00 for full admission.  *Portfolio and Interview (as required by Illinois Administrative Code)for endorsement seekers only	N/A	Department Chair	*Conditional admits may be granted for undergraduate GPA between 2.50 and 2.99.	Yes, appeal to Dean

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Educational Technology - Graduate Certificate	Online	*Minimum overall undergraduate GPA of 3.00 for full admission.  *If applicant has completed graduate academic work, cumulative graduate GPA is also considered.	N/A	Director and Program Coordinator	Yes, conditional admits must maintain minimum GPA of 3.00 in first 8 credit hours of EDL courses. *A conditional admit may be granted for an undergraduate GPA of 2.50 to 2.99.	Yes, appeal to Director
English as a Second Language - Graduate Certificate	Online	*Minimum overall undergraduate GPA of 3.00 for full admission.  *If applicant has completed graduate academic work, cumulative graduate GPA is also considered.	N/A	Department Chair and M.A. Education Program Coordinato	Yes, conditional admits must maintain minimum GPA of 3.00 in first 8 credit hours of EDL courses. *A conditional admit may be granted for an undergraduate GPA of 2.50 to 2.99.	Yes, appeal to Director
Higher Education - Graduate Certificate	Online	*Minimum overall undergraduate GPA of 3.00 for full admission.  *If applicant has completed graduate academic work, cumulative graduate GPA is also considered.	N/A	Director and Program Coordinator	Yes, conditional admits must maintain minimum GPA of 3.00 in first 8 credit hours of EDL courses. *A conditional admit may be granted for an undergraduate GPA of 2.50 to 2.99.	Yes, appeal to Director
Leadership and Learning - Graduate Certificate	Online	*Minimum overall undergraduate GPA of 3.00 for full admission.  *If applicant has completed graduate academic work, cumulative graduate GPA is also considered.	N/A	Director and Program Coordinator	Yes, conditional admits must maintain minimum GPA of 3.00 in first 8 credit hours of EDL courses. *A conditional admit may be granted for an undergraduate GPA of 2.50 to 2.99.	Yes, appeal to Director
Legal Aspects of Education - Graduate Certificate	Online	*Minimum overall undergraduate GPA of 3.00 for full admission.  *If applicant has completed graduate academic work, cumulative graduate GPA is also considered.	N/A	Director and Program Coordinator	Yes, conditional admits must maintain minimum GPA of 3.00 in first 8 credit hours of EDL courses. *A conditional admit may be granted for an undergraduate GPA of 2.50 to 2.99.	Yes, appeal to Director

# English

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
English BA	On campus	No additional admission requirements beyond the general UIS criteria	N/A	N/A	N/A	N/A
English BA	Online	<p>*The following are required for admission to the online English program:</p> <p>*Minimum of 30 successfully completed hours at the lower-division (preference granted to those applicants with 60 hours or an associate's degree).</p> <p>*A 200-300-word statement of purpose/ application letter that 1) explains why the applicant would like to pursue English as a major at UIS, 2) explains why online degree completion is preferred, and 3) explains any context that might warrant a waiver course requirements or explain a lower-than-preferred GPA.</p> <p>*Applications are reviewed on a rolling basis. However, priority consideration is given to students who apply by April 1 for fall admission and November 1 for spring admission.</p>	<p>*Completion of two English Composition courses with a grade of C or better.</p> <p>*Completion of an Introduction to Literature course with a C or better.</p>	N/A	Yes	Yes

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Teaching English - Graduate Certificate	On campus	<p>*Candidates must meet UIS requirements for admission to graduate studies</p> <p>*Apply online</p> <p>*Complete transcripts from all colleges and universities attended</p> <p>*English Department Application Form (PDF)</p> <p>*A cover letter (1-2 pages) explaining why they are interested in the Graduate Certificate program</p> <p>*Curriculum Vitae (2 pages)</p> <p>*Names and contact information of three references, two of which need to be academic references</p> <p>*An analytical writing sample (10-15 pages) illustrating a sustained argument built from primary and secondary sources</p> <p>*Students whose native language is not English must meet the Basic Entrance Requirements for English Language Proficiency.</p> <p>Please visit the UIS English Proficiency Requirements website for further information.</p> <p><a href="http://www.uis.edu/international-applicants/english-proficiency-requirements">www.uis.edu/international-applicants/english-proficiency-requirements</a></p>	N/A	English Graduate Admissions Committee	Yes, probationary basis - *Candidates who have earned a GPA lower than 3.0 in English, in some cases and in consideration of all application materials, may receive conditional admission. They may be required to complete additional course work.	N/A



## Environmental Health

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
MPH - Environmental Health	On Campus & Online	<p>*Minimum Overall GPA of 3.00 for previous academic work.</p> <p>*Essay addressing the areas outlined in the application form.</p> <p>*Three letters of recommendation on letterhead from employers, professional peers, or educators.</p> <p>*Students are required to have 30 natural science credit hours (e.g., biochemistry, biology, math, calculus, physics, chemistry, etc.).</p>	*Minimum of 30 semester hours in the natural sciences at baccalaureate level or higher	Department Chair/ Program Director; an evaluation rubric is used for file review	Yes, for applicants who are missing one or more of the conditions listed	N/A

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Environmental Health Graduation Certificate	On Campus & Online	<p>*The program requires formal application for admission to the University (accompanied by official transcripts) followed by review of the application by faculty of the MPH Program. The MPH faculty will provide academic advising to certificate students.</p> <p>*Individuals who have bachelor's degrees from accredited colleges and universities are eligible to apply to the certificate programs. A background in the biological sciences demonstrated by transcript credit of at least three semester hours is required, along with a strong science background desirable. Admission will be based on a cumulative GPA of 3.0 on a 4.0- point scale, or a 2.75 or better with documentation of substantial professional experience in the field of the certificate.</p>	*Individuals wanting to apply the certificate work to a graduate degree in Environmental Health must also meet all entrance requirements for degree study (refer to the Master's in Public Health section of this catalog). In addition, they must formally apply for admission to the graduate degree	Department Chair/ Program Director; an evaluation rubric is used for file review	Yes, for applicants who are missing one or more of the conditions listed	N/A

## Environmental Sciences

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Environmental Sciences MS	On campus & Online	<p>*Minimum overall undergraduate GPA of 3.00</p> <p>*Completion of a 300-level or higher ecology course with lab, with grade of B or better</p> <p>*Undergraduate or work background sufficient for advanced course work in environmental studies</p> <p>*Academic essay of at least 300 words addressing the following:            *1. What are the most urgent environmental problems facing your community today?            *2. How will a master's degree in environmental studies help prepare you to address these problems?            *3. Which area of environmental specialization appeals most to you?            *4. A brief description of your academic background, including life experiences, that contribute to your academic preparation.</p> <p>*Two informative letters of recommendation from professors (Preferably former professor) or employers addressing applicant's academic ability, work ethic and personal integrity.</p> <p>*General Environmental Science Concentration Only: Must have identified a faculty member who agrees to serve as research advisor before application will be considered. Applicants to the Environmental Planning and Management or Sustainable Development and Policy concentrations do not need prior approval from a research supervisor in order to apply.</p>	<p>*Eight credit hours of undergraduate courses in natural sciences</p> <p>*Eight credit hours of undergraduate courses in social sciences</p>	ENS Graduate Admissions Committee	Yes	N/A

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Geographic Information Systems - Graduate Certificate	On Campus & Online	<p>*Must meet requirements to be admitted to UIs for graduate study.</p> <p>*Minimum 3.0 undergraduate GPA</p>	N/A	ENS Admissions Committee	Yes. Students not meeting criteria may still apply, but will need to write a letter to the GIS Admissions Committee (email ens@uis.edu) justifying their ability to complete graduate-level course work (such as having significant work experience in the area).	N/A

## Environmental Studies

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Environmental Studies BA	On campus	No additional admission requirements beyond the general UIS criteria	N/A	N/A	N/A	N/A

## Exercise Science

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Exercise Science BS	On campus	No additional admission requirements beyond the general UIS criteria	N/A	N/A	N/A	N/A



# Finance

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Finance MS	Online	To be fully admitted to the MS in Finance, students must: *Have completed all prerequisites courses with grades of C- or higher.	*Prerequisite Courses - Each completed with a grade of C- or better. *ACC 311 or ACC 211: & ACC 212:ECO 201: or ECO 315:  *Prerequisite requirements may be waived for students who can provide evidence of: a minimum of 2+ years experience in the prerequisite field of study.	Department Chair	*Applicants who do not meet prerequisites requirements may be granted conditional admission. Full admission is required before the student can continue beyond 12 credit hours in the MS in Finance degree.	N/A

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Applied Finance - Graduate Certificate	On Campus and Online	Students who have already been admitted into a UIS graduate degree program will automatically be admitted to the certificate program upon receipt of the degree-seeking application and fee (with the certificate designated), or a Change of Curriculum Form. Applicants not currently admitted into a UIS graduate degree program must provide the following:  1)A graduate non-degree seeking application (with the certificate designated);  2)Official undergraduate transcript(s) with degree documentation; and  3)A 2.5 cumulative undergraduate GPA or better, or substantial experience and responsibility in a field related to the area of study, as documented by a current resume.	Candidates for the certificate will be expected to complete course requirements with a cumulative GPA of 3.0 or better.  *Prerequisite Requirements:  *ACC 311: or ACC 211 & ACC 212  *ECO 315 or ECO 201 & ECO 202	Admission is granted by the department faculty on the basis of an evaluation of an applicant's complete file.	Yes, for completion of prerequisites and/or GMAT exam	N/A

## Global Studies

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Global Studies BA	On campus	No additional requirements beyond the general UIS criteria	N/A	N/A	N/A	N/A

## Healthcare Informatics

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Healthcare Informatics MS	Online	<p>*Graduate students must apply to UIS and have official transcripts and any required test scores submitted to the Office of Admissions</p> <p>*In addition, some graduate programs may request supplemental admissions documents.</p> <p>*Students who have earned a bachelor's degree from a regionally accredited college or university are eligible to apply for admission to master's level study at UIS.</p> <p>*Full admission to master's studies may be granted to those who earned a baccalaureate degree with a cumulative undergraduate grade point average of at least 2.50 on a 4.0 scale.</p> <p>*Applicants must also have met all entrance requirements specific to the chosen UIS program; some programs require higher cumulative grade point averages and/or</p> <p>*Students whose native language is not English must meet the Basic Entrance Requirements for English Language Proficiency.</p> <p>Please visit the UIS English Proficiency Requirements website for further information.</p> <p><a href="http://www.uis.edu/international-applicants/english-proficiency-requirements">www.uis.edu/international-applicants/english-proficiency-requirements</a></p>		Department Chair	Yes	N/A

## History

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
History BA	On campus	No additional admission requirements beyond the general UIS criteria	N/A	N/A	N/A	N/A
History BA	Online	<p>*Achieved a cumulative GPA of 2.50 (on a 4.00 scale) from an accredited college or university</p> <p>*30 credit hours of lower-division course work</p> <p>-Submitted a statement of intent in which they discuss their ability to succeed in an online degree program, specifically the extent to which they possess good study skills, can work independently, can set and achieve both long-term and short-term goals, and can meet deadlines; academic background; rationale for pursuing a History degree; rationale for wanting to complete the degree online at UIS</p>	N/A	N/A	Yes	N/A

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
History MA	On campus	<p>*Minimum 3.0 cumulative GPA &amp; a minimum 3.0 GPA in history</p> <p>*Submit an academic writing sample to the History Department chairperson</p> <p>*Submit a statement of purpose (not to exceed 500 words) to the History Department chairperson</p> <p>*Although it is not required, applicants may also submit one or more of the following: GRE scores, three letters of recommendation, a history research paper, documentation of work experience in the field of history. Applicants without these qualifications will be considered for conditional admittance</p>	N/A	Department Chair	Yes	N/A



# Human Services

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Human Services MA	The Child and Family Studies Concentration, the Nursing Home Administration Concentration and the Gerontology concentration are offered online; the Alcohol and Substance Abuse is offered in a blended format.	<p>*Completed Human Services Department application</p> <p>*Personal statement detailing reasons for seeking admission to program</p> <p>*Completed recommendation forms from 2 professional or academic sources</p> <p>*Formal interview with Concentration Area Coordinator</p>	*2 prerequisite courses: lifespan development, and research methods or statistics	Department Faculty, by vote	Yes, must achieve B or better grades in first 8 credit hours of graduate course work and complete any needed prerequisites	Yes, by meeting with the Department Chair
Alcohol and Substance Abuse - Graduate Certificate	On Campus		Prerequisite course for this certificate program is a lifespan or human development course.			
Gerontology - Graduate Certificate	Online					
Human Services Fundraising - Graduate Certificate	On Campus & Online					
Nursing Home Admin - Graduate Certificate	Online					

## Human Development Counseling

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Human Development Counseling MA	On campus	<p>*Applications are considered for fall admissions only</p> <p><b>Phase 1:</b> *3 Recommendation Forms</p> <p><b>Phase 2:</b> *Written essay and group interview</p> <p><b>Full Admission:</b> Minimum GPA of 3.00 for last 60 credit hours of undergraduate degree or cumulative undergraduate GPA of 2.75</p> <p><b>Application Deadlines:</b> *To ensure consideration for full admission, all Phase 1 application materials should be postmarked by January 31. In order for late applications to be considered, materials should be postmarked by June 15.</p>	N/A	HDC Department Admissions Committee	N/A	Applicants who are not admitted may request to reapply for the next admission cycle

# Human Resource Management

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Human Resource Management MS	On Campus & Online	<p>*Minimum overall undergraduate GPA of 2.50 for full admission.</p> <p>*Students whose native language is not English must meet the Basic Entrance Requirements for English Language Proficiency.</p> <p>Please visit the UIS English Proficiency Requirements website for further information.</p> <p><a href="http://www.uis.edu/international-applicants/english-proficiency-requirements">www.uis.edu/international-applicants/english-proficiency-requirements</a></p>	ECO 213 - Must be taken before or during student's first semester of core course work.	Department Chair	Students can be admitted conditionally until all admissions requirements are met. Students receiving financial aid must be fully admitted after one year in order to maintain their eligibility.	N/A

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Human Resource Management Graduate Certificate	Online	<p>Admission is limited by enrollment capacity. Students who have already been admitted into a UIS graduate degree program will automatically be admitted into the certificate program upon receipt of the Change of Curriculum form. Applicants who are not currently admitted into a UIS graduate degree program must provide the following:</p> <p>*A graduate non-degree seeking application (with certificate designated);</p> <p>*Official undergraduate transcripts; and</p> <p>*A 2.5 cumulative undergraduate GPA or better, or substantial experience and responsibility in a field related to the area of study, as documented by a current resume.</p>	The prerequisite is MGT 431 or BUS 541 , or an equivalent course	Admission to the Human Resource Management certificate is granted by the department faculty on the basis of an evaluation of an applicant's complete file	Yes	Yes

## Information Systems Security

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Information Systems Security BS	On Campus	<p>*Students whose native language is not English must meet the Basic Entrance Requirements for English Language Proficiency.</p> <p>Please visit the UIS English Proficiency Requirements website for further information.</p> <p><a href="http://www.uis.edu/international-applicants/english-proficiency-requirements">www.uis.edu/international-applicants/english-proficiency-requirements</a></p>	<p>*Two semesters of Java programming (CSC 225 and CSC 275 or equivalents)</p> <p>*One semester of business calculus or calculus</p> <p>*One semester of discrete structures or discrete mathematics or finite mathematics</p> <p>*One semester of statistics</p> <p>(Students may take these entrance requirements at UIS)</p>	N/A	N/A	N/A
Information Systems Security BS	Online	<p>*Applicants to the online B.S. degree program must have at least 30 semester hours of college-level transfer credit with a cumulative grade point average of at least 2.00 on a 4.00 scale.</p> <p>*The online Information Systems Security degree has the same requirements as the on-campus degree, allowing students to actively participate in dynamic, diverse, and interactive online learning.</p> <p>*Applicants to the online B.S. degree are accepted in fall, spring, and summer semesters.</p> <p>*Students whose native language is not English must meet the Basic Entrance Requirements for English Language Proficiency.</p> <p>Please visit the UIS English Proficiency Requirements website for further information.</p> <p><a href="http://www.uis.edu/international-applicants/english-proficiency-requirements">www.uis.edu/international-applicants/english-proficiency-requirements</a></p>	<p>*Two semesters of Java programming (CSC 225 and CSC 275 or equivalents)</p> <p>*One semester of business calculus or calculus</p> <p>*One semester of discrete structures or discrete mathematics or finite mathematics</p> <p>*One semester of statistics</p> <p>(Students may take these entrance requirements at UIS)</p>	N/A	N/A	N/A

# Legal Studies

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Legal Studies BA	On campus	No additional admission requirements beyond the general UIS criteria; students enter major at junior level	*Completion of at least 6 semester hours of English composition and 6 semester hours of humanities, with grades of C or better.	N/A	N/A	N/A

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Legal Studies MA	On campus and Online	<p>*Personal Statement (uploaded in the university online application) explaining your personal, academic, and professional goals and how your background, work, and educational experiences contribute to your ability to succeed in the Legal Studies Master's Degree program. 350 word minimum/750 word maximum.</p> <p>*Minimum overall undergraduate GPA of 3.00</p> <p>*Ability to demonstrate effective written communication skills for full admission</p> <p><b>Application deadline for priority consideration:</b> October 1st for spring and March 1st for fall</p> <p>*Students whose native language is not English must meet the Basic Entrance Requirements for English Language Proficiency.</p> <p>Please visit the UIS English Proficiency Requirements website for further information.</p> <p><a href="http://www.uis.edu/international-applicants/english-proficiency-requirements">www.uis.edu/international-applicants/english-proficiency-requirements</a></p>	LES 401 is a preliminary course for students who do not have a proven background in legal research and citation.	Department Admissions Committee	Yes	N/A



## Liberal and Integrative Studies

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Liberal and Integrative Studies MA	On campus and Online	<p>*Completed LNT Department Application</p> <p>*Personal Statement</p> <p>*Two letters of reference</p> <p>*Conversation with an LNT faculty member at the department's discretion</p> <p>*Minimum overall undergraduate GPA of 2.50 (3.00 for online degree)</p> <p>*If applicant has a cumulative undergraduate GPA less than the requirement (above), full admission to the program requires the successful completion of 8 hours of work at the graduate level with grades of B or better (grades of B- or lower will not be accepted)</p> <p>*Selection is made on a competitive basis, due to the individualized nature of the program and limited program capacity</p>	N/A	Committee of all LNT faculty	<p>Conditional admission may be granted to applicants with cumulative undergraduate GPAs of less than 2.50 (3.00 for online degree) In this instance, the program may stipulate whether these hours must be completed before enrolling in LNT 501 for such student's full admission to the program requires the successful completion of eight hours of work at the graduate level in addition to the completion of LNT 501. Graduate students may count a maximum of 12 semester hours in courses taken prior to starting the LNT Program.</p>	No, but reapplication is allowed

## Liberal Studies

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Liberal Studies BA	On campus	*There are no additional admission requirements beyond the general UIS admissions criteria.	N/A	N/A	N/A	N/A
Liberal Studies BA	Online	<p>*Applicants must have completed at least 30 hours of transfer credit prior to admission into the online program</p> <p>*Online applicants must have successfully completed at least two semesters of freshman-level composition for admission into the program</p>	<p>*The department encourages applicants to the online program to have completed Illinois General Education requirements before applying</p> <p>*If you have not completed Illinois General Education, the department recommends that you work with the LIS Program Coordinator to determine your needs and to discuss how the program may, or may not, be able to serve your general education needs in an online format</p>	N/A	N/A	N/A

## Management

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Graduate Certificate - Entrepreneurship	On Campus	<p>Students who have already been admitted into a UIS graduate degree program will automatically be admitted into the certificate program upon receipt of the Change of Curriculum form. Applicants who are not currently admitted into a UIS graduate degree program must provide the following:</p> <p>*A graduate non-degree seeking applicant (with the certificate designated);</p> <p>*Official undergraduate transcripts; and</p> <p>*A 2.5 cumulative undergraduate GPA or better, or substantial experience and responsibility in the field related to the area of study, as documented by a current resume.</p>	N/A	Admission to the entrepreneurship certificate is granted by the department faculty on the basis of an evaluation of an applicant's complete file. Admission is limited by enrollment capacity.	Yes	Yes

# Management Information Systems

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
MIS BS	Blended and Online	No additional admission requirements beyond the general UIS criteria	N/A	N/A	N/A	N/A

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
MIS MS	On campus and Online	<p>*Students must complete an application to the University and have official transcripts from all colleges and universities attended submitted to the Office of Admissions.</p> <p>*Students who have earned a bachelor's degree from a regionally accredited college or university are eligible to apply for admissions to master's level study at UIS.</p> <p>*Full admission to master's studies may be granted to those who earned a baccalaureate degree with a cumulative undergraduate grade point average of at least 2.50 on a 4.0 scale.</p> <p>*Students whose native language is not English must meet the Basic Entrance Requirements for English Language Proficiency.</p> <p>Please visit the UIS English Proficiency Requirements website for further information.</p> <p><a href="http://www.uis.edu/international-applicants/english-proficiency-requirements">www.uis.edu/international-applicants/english-proficiency-requirements</a></p>	<p>*A grade of C- or better is required for all prerequisites - including the following:</p> <ul style="list-style-type: none"> <li>-Introductory courses in managerial and financial accounting (or ACC 311)</li> <li>-One semester of production/operations management (such as BUS 522)</li> <li>-One semester of statistics (such as MAT 121 or ECO 213)</li> <li>-One semester of linear algebra or mathematics</li> <li>-Competency in a structured high-level programming language (by taking CSC 501 or course work in Java, C++, Visual Basic, COBOL, C, or Fortran, or practical experience).</li> </ul> <p>*MIS 502 for students from non-computer science/engineering or related technical degrees.</p>	Department Chair	Yes, all admissions are conditional until prerequisites are completed.	N/A

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Business Analytics - Graduate Certificate	On campus & Online	<p>*Students must hold a baccalaureate degree from an accredited institution and meet campus requirements for admission to graduate study. Candidates for the certificate will be expected to complete course requirements with a grade of B (3.0) or better (a grade of B- or lower is not acceptable).</p> <p>*Candidates for the certificate will be expected to complete course requirements with a grade of C (2.0) or better (a grade of C- or lower is not acceptable) and a cumulative B (3.0) GPA across the curriculum</p>		Department Chair	N/A	N/A
Business Process Management - Graduate Certificate	On Campus & Online	<p>*Students must hold a baccalaureate degree from an accredited institution and meet campus requirements for admission to graduate study. Candidates for the certificate will be expected to complete course requirements with a grade of B (3.0) or better (a grade of B- or lower is not acceptable).</p> <p>*Candidates for the certificate will be expected to complete course requirements with a grade of C (2.0) or better (a grade of C- or lower is not acceptable) and a cumulative B (3.0) GPA across the curriculum</p>		Department Chair	N/A	N/A



Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Healthcare Analytics - Graduate Certificate	On Campus & Online	<p>*Students must hold a baccalaureate degree from an accredited institution and meet campus requirements for admission to graduate study.</p> <p>*Candidates for the certificate will be expected to complete course requirements with a grade of B (3.0) or better (a grade of B- or lower is not acceptable)</p>		Department Chair	N/A	N/A
IT Project Management - Graduate Certificate	On Campus & Online	<p>*Students must hold a baccalaureate degree from an accredited institution and meet campus requirements for admission to graduate study. Candidates for the certificate will be expected to complete course requirements with a grade of B (3.0) or better (a grade of B- or lower is not acceptable).</p> <p>*Candidates for the certificate will be expected to complete course requirements with a grade of C (2.0) or better (a grade of C- or lower is not acceptable) and a cumulative B (3.0) GPA across the curriculum</p>		Department Chair	N/A	N/A

## Mathematical Sciences

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Mathematical Sciences BA	On campus	*There are no additional admission requirements beyond the general UIS admissions criteria.	*3 semesters of calculus, to be completed before any math course requiring these prerequisites *Enroll in MAT 330 Entrance Assessment as soon as possible after Calculus 3 is completed	N/A	N/A	N/A
Mathematical Sciences BA	Online	*There are no additional admission requirements beyond the general UIS admissions criteria.  *Online degree programs are transfer only, and applicants to the online mathematical sciences BA must have earned or be in process of earning a minimum of 30 transfer hours from an accredited institution	*3 semesters of calculus, to be completed before any math course requiring these prerequisites *Enroll in MAT 330 Entrance Assessment as soon as possible after Calculus 3 is completed	N/A	N/A	N/A

## Medical Laboratory Science

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Medical Laboratory Science BS	On campus	<p>*Minimum 2.5 GPA in MLS prerequisite courses</p> <p>*MLS Program application</p> <p>*Written statement of academic and professional goals</p> <p>*Contact information for three professional or academic references</p> <p>*Current resume</p> <p>*Essential functions affirmation form</p> <p>*A personal interview may be required</p> <p>Additional Admission Criterion:</p> <p>*Applicants must submit vaccination records (see MLS Student Handbook for vaccination requirements)</p> <p>*Selection is made on a competitive basis.</p>	<p>*90 quarter hours or 60 semester hours of lower-division courses</p> <p>*UIS gen ed requirements</p> <p>*Two semesters of general chemistry for science majors with lab (CHE 141, CHE 142)</p> <p>*One semester of organic chemistry for science majors with lab (CHE 267, CHE 268)</p> <p>*Two semesters of biological sciences for science majors (BIO 141, BIO 142). Other courses may apply-see MLS advisor.</p> <p>*One semester of microbiology for science majors with lab (BIO 345, BIO 346). Other courses may apply - see MLS advisor</p> <p>*One Semester of statistics (MAT 121)</p>	Program Director in consultation with Program Faculty	Yes, all MLS admissions are contingent on successful completion of prerequisites	N/A

# Philosophy

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Philosophy BA	On campus	<p>*Students whose native language is not English must meet the Basic Entrance Requirements for English Language Proficiency.</p> <p>Please visit the UIS English Proficiency Requirements website for further information.</p> <p><a href="http://www.uis.edu/international-applicants/english-proficiency-requirements">www.uis.edu/international-applicants/english-proficiency-requirements</a></p>	N/A	N/A	N/A	N/A
Philosophy BA	Online	<p>*A brief sample of the student's writing, preferably on a philosophical topic, OR</p> <p>*A brief statement of purpose (300 to 500 words) presenting the student's reasons for selecting the online philosophy major at UIS.</p> <p>*(OPTIONAL) One to three reference letters from individuals who can attest to the student's ability for successful academic study.</p> <p>*The Philosophy department strives to provide applicants with multiple options for demonstrating their potential to succeed in our program, including grades, prior course work, writing samples, and/or letters of recommendation.</p>	N/A	N/A	N/A	N/A

# Political Science

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Political Science BA	On campus	*No additional admission requirements beyond the general UIS criteria	N/A	N/A	N/A	N/A
Political Science BA	Online	In order to be admitted to the online BA program in Political Science, students must have a minimum of 3.0 GPA.	N/A	N/A	N/A	N/A

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Political Science MA	On campus & Online	<p>*Baccalaureate degree, with strong undergraduate background in political science, history, or the social sciences for full admission</p> <p>*Statement of Purpose (500-800 words), in which the applicant explains who they are, why they're applying to our program, why they are a good candidate for our program, and what they want to do in the future with this degree.</p> <p>*Minimum overall undergraduate GPA of 3.00</p>	N/A	Department Chair	Yes, students without statistical/methods experience are required to take PSC 451 as part of their degree program. If required, PSC 451 is counted as an elective toward the degree requirements. Additionally, students whose cumulative undergraduate GPA is slightly below 3.0 can be conditionally admitted based on the conditions of obtaining a grade of B or better in PSC 501 and PSC 502. Students have one year to meet their conditions of admission.	N/A



Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
B.A./M.A. Program	On Campus & Online	<p>*Students must first be admitted to the UIS Political Science Bachelor's Degree program.</p> <p>*Qualifications for admission to the B.A./M.A. Program include a GPA of at least 3.0 for all previous college work and completion of a basic course in American government or PSC 201 Introduction to the American Political System.</p> <p>*Undergraduate Political Science majors must apply for admission to the B.A./M.A. program before registering for the BA internship. However, interested students are encouraged to apply as soon as possible after being admitted to UIS.</p>	Students in the B.A./M.A. curriculum must satisfy all requirements for the B.A. in political science.	N/A	N/A	N/A

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Practical Politics - Graduate Certificate	On campus & Online	<p>*Students with a Bachelor's degree from an accredited institution may apply for admission to the certificate. For admission to the certificate</p> <p>*A minimum 3.0 undergraduate GPA is required,</p>	N/A	N/A	Conditional admission status possible for students with a slightly lower GPA, particularly if a student has significant practical politics experience. Conditionally admitted students will be fully admitted after receiving a grade of B or better in PSC 501.	N/A

# Psychology

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Psychology BA	On Campus	<p>*Students at UIS with 30 or more credit hours and a cumulative grade-point average of at least 2.50 on a 4.0 scale qualify for full admission to the Psychology major. Transfer GPA is used for students entering UIS with 30+ transferable hours. Institutional GPA at 30 hours is used for all other students.</p> <p>*There is no required GPA to maintain the Psychology major.</p>	<p>All students wishing to be admitted to the Psychology major must first successfully complete PSY 201 (or equivalent) with a grade of C (2.0) or better (grades of C- or lower will not be accepted). Students who achieve scores of four and above on the Advanced Placement Psychology Examination will receive advanced placement credit for PSY 201. Students who achieve a score of 50 or higher on the Introductory Psychology CLEP test will receive CLEP credit for PSY 201.</p>	N/A	<p>Students with cumulative GPA between 2.00 and 2.49 can be granted conditional admission, which permits enrollment in up to 12 semester hours of 300-level psychology courses during the first semester. Final decision on admission for conditionally admitted students is made after completion of 12 hours of psychology courses at UIS. 300-level courses must be completed within two semesters of the conditional admission. *Those 300-level courses should be completed within two semesters of the conditional admission. The 2.5 GPA requirement is for entrance to the major.</p>	N/A

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Psychology BA - Individualized Concentration	Online	<p>*Admission to the online Psychology B.A. program is competitive. The online program has a separate admission process. The number of students admitted each term is limited by enrollment capacity.</p> <p>*Applications are evaluated for admission in the fall and spring semesters. The admissions criteria include:</p> <p>1)A minimum overall GPA of 2.5 (on 4.0 scale), and</p> <p>(2)A minimum of 30 semester hours of undergraduate course work.</p> <p>*To apply, applicants are also required to present a rationale for pursuit of the online degree format as well as discuss their access to the Internet and their possession of relevant technological/computer skills.</p> <p>*Preference will be given to Online applicants who:</p> <p>(1)Effectively demonstrate that they are unable to attend on-ground classes because of distance, work or care giving issues, or other circumstances that are incompatible with regularly scheduled on-ground class offerings.</p> <p>(2) Have either completed at least 60 hours of undergraduate course work or earned an Associate of Arts degree.</p> <p>(3)Have completed the following courses at the time of application: Introductory Psychology, English Composition I &amp; II, Mathematics general education.</p>	<p>Completion of PSY 201 or equivalent with a grade of C or better, or Advanced Placement Psychology Examination score greater than or equal to 4, or Introductory Psychology CLEP test score greater than or equal to 50.</p> <p>*Minimum grade of C or better in both ENG 101 and ENG 102</p>	N/A	N/A	N/A

## Public Administration

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Public Administration MPA	On campus	<p>*Minimum overall undergraduate GPA of 2.5, or high GRE score</p> <p>*Match between career goals and degree program</p> <p>*Writing skills</p> <p>*Completed MPA Department application form</p> <p>*Resume</p> <p>*Statement describing career goals and how MPA degree would enhance professional development</p> <p>*GRE exam scores are optional, but may be useful in cases of lower undergraduate GPA scores or to otherwise enhance application strength</p> <p>*Students whose native language is not English must meet the Basic Entrance Requirements for English Language Proficiency.</p> <p>Please visit the UIS English Proficiency Requirements website for further information.</p> <p><a href="http://www.uis.edu/international-applicants/english-proficiency-requirements">www.uis.edu/international-applicants/english-proficiency-requirements</a></p>	N/A	The MPA director, in consultation with other Department faculty if needed	N/A	Yes
Public Administration MPA	Online	<p>Online Only: Additional statement explaining preference for online program</p> <p>Application Deadlines:</p> <p>Online: Initial consideration will be given to applications that are complete by March 15 for Fall admissions and October 31 for Spring admissions. Applications received after those dates will be considered on a space availability basis.</p>	N/A	The MPA director, in consultation with other Department faculty if needed	N/A	YES

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Public Administration DPA	On Campus & Online	<p>*Submit portfolio that includes:</p> <ol style="list-style-type: none"> <li>1. Educational &amp; professional goals statement (minimum 600 words)</li> <li>2. Three Letters of recommendation</li> <li>3. A professional writing sample for which the applicant was sole author</li> <li>4. Evidence of significant work experience in public affairs field</li> </ol> <p>*Applicants are encouraged, but not required, to submit GRE scores as part of their portfolios</p> <p>*An interview may be required</p> <p>*Completed master's degree</p> <p>Minimum cumulative graduate GPA of 3.25</p> <p>*Excellent oral and written communication skills</p> <p>*Fit between applicant's educational aspirations and faculty expertise</p> <p>*Quality of previous graduate performance</p> <p>*Ability to do doctoral-level work</p> <p>*Significant professional achievement in public affairs field</p> <p>*Application Deadline: *Application materials will be reviewed on a rolling basis. A new cohort will begin their core course work every Spring semester. Students who wish to start working on elective course work early (i.e., before their core course work begins in the Spring) should contact the DPA program director.</p>	N/A	Screening for minimum requirements by DPA Director; review of qualifying applications by DPA faculty	No	No



Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Community Planning Certificate - Management of Nonprofit Organizations Certificate - <b>Public Procurement Management Certificate</b> - Public Sector Labor Relations - Certificate	Online	<p>*Minimum overall undergraduate GPA of 2.5, or high GRE score</p> <p>*Match between career goals and degree program</p> <p>*Writing skills</p> <p>*Resume</p> <p>*Statement describing career goals and how certificate would enhance professional development</p> <p>*GRE exam scores are optional, but may be useful in cases of lower undergraduate GPA scores or to otherwise enhance application strength</p> <p>*Students whose native language is not English must meet the Basic Entrance Requirements for English Language Proficiency.</p> <p>Please visit the UIS English Proficiency Requirements website for further information.</p> <p><a href="http://www.uis.edu/international-applicants/english-proficiency-requirements">www.uis.edu/international-applicants/english-proficiency-requirements</a></p>	N/A	The MPA director, in consultation with other Department faculty if needed	N/A	Yes

## Public Affairs Reporting

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Public Affairs Reporting MA	On campus	<ul style="list-style-type: none"> <li>*Completed PAR application</li> <li>*Samples of written work</li> <li>*Narrative statement on qualifications and interest in program</li> <li>*3 references</li> <li>*Other requirements:</li> <li>*Finalists are required to take a literacy/competency/current events test; complete a writing exercise; and interview with PAR Admissions Committee</li> <li>*Writing ability</li> <li>*Interest in government and public affairs</li> <li>*Potential for a career in journalism Academic record</li> <li>*Application Deadline: April 1, or the next business day if April 1 falls on a weekend.</li> </ul>	N/A	PAR Program Director screens files for minimum requirements; Admissions Committee conducts interviews, reviews application materials of finalists, and makes admission decisions. Committee members include UIS faculty involved with program and Statehouse print and broadcast reporters (many of whom are PAR graduates)	Yes	No; however, viable applicants who lack professional experience are encouraged to seek additional journalism training and to reapply later

## Public and Nonprofit Administration

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Public and Nonprofit Administration - BA	On Campus & Online	*No additional admission requirements beyond the general UIS criteria	N/A	N/A	N/A	N/A
Joint BA/MPA in Public and Nonprofit Administration	On campus	*Students must first be admitted to the BA  *Additional qualifications for admission to the program include: -Minimum 3.0 GPA for all previous college course work	*Completion of a basic course in American government or PSC 201, introductory microeconomics or ECO 201, and either MAT 121 or MAT 122 or equivalent course approved by the department	N/A	N/A	N/A

## Public Health

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Public Health Program: MPH General, MPH/HMS, & MPH/MPA Joint Degrees	On Campus & Online	<p>*Minimum overall GPA of 3.00 for previous academic work</p> <p>*Essay addressing the areas outlined in the application</p> <p>*Three letters of recommendation on letterhead from employers, professional peers, or educators</p>	N/A	Department Chair/ Program Director; an evaluation rubric is used for file review	Yes, for applicants who are missing one or more of the conditions listed	N/A

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Public Health Graduate Certificate	On Campus & Online	<p>*The program requires formal application for admission to the University (accompanied by official transcripts) followed by review of the application by faculty of the MPH Program. The MPH faculty will provide academic advising to certificate students.</p> <p>*Individuals who have bachelor's degrees from accredited colleges and universities are eligible to apply to the certificate programs. A background in the biological sciences demonstrated by transcript credit of at least three semester hours is required, along with a strong science background desirable. Admission will be based on a cumulative GPA of 3.0 on a 4.0- point scale, or a 2.75 or better with documentation of substantial professional experience in the field of the certificate.</p>	*Individuals wanting to apply the certificate work to a graduate degree in public health must also meet all entrance requirements for degree study (refer to the Master's in Public Health section of this catalog). In addition, they must formally apply for admission to the graduate degree.	Department Chair/ Program Director; an evaluation rubric is used for file review	Yes, for applicants who are missing one or more of the conditions listed	N/A

## Public Policy

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Public Policy BA	On campus	*No additional admission requirements beyond the general UIS criteria	<p>Program Prerequisites: ECO 201 Introduction to Microeconomics (3 hours) ECO 202 Introduction to Macroeconomics (3 hours)</p> <p>Prerequisite (American Track):PSC 201 Intro to the American Political System (3 hours)</p> <p>Prerequisite (Comparative/ International Track) PSC 371 Intro to Comparative Politics(3 hours)</p>	N/A	N/A	N/A
Public Policy (MPP)	Online and Blended	<p>•Admission to the MPP will be on a competitive entry basis.</p> <p>•The MPP shall meet the University-wide requirement of a minimum overall undergraduate GPA of 2.5.</p> <p>•Since entry is competitive, a 2.5 GPA does not guarantee admission to the program.</p> <p>•Students must also submit a résumé, goal statement, transcripts, two letters of recommendation</p> <p>*Students whose native language is not English must meet the Basic Entrance Requirements for English Language Proficiency.</p> <p>Please visit the UIS English Proficiency Requirements website for further information.</p> <p><a href="http://www.uis.edu/international-applicants/english-proficiency-requirements">www.uis.edu/international-applicants/english-proficiency-requirements</a></p>	N/A	The MPP Program lead, in consultations with other program faculty if needed.	N/A	N/A



## Social Work

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Social Work BSW	On campus	*There are no additional admission requirements beyond the general UIS admissions criteria.	*Course work in general psychology, sociology/ anthropology, political science, and statistics.  Students should contact the Social Work Department for details.	N/A	N/A	N/A

## Sociology/Anthropology

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Sociology/Anthropology BA	On campus	No additional requirements beyond the general UIS criteria	N/A	N/A	N/A	N/A

## Teacher Education

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Teacher Education	On Campus or Online/ Blended (Springfield & Peoria)	<ul style="list-style-type: none"> <li>*Complete the TEP Applicant Information Form</li> <li>*Establish ELIS account</li> <li>*Have a minimum overall GPA of 2.50 (on a 4.0 scale) for all college course work</li> <li>*Pass a background / fingerprint check</li> <li>*Meet with the TEP Program Advisor</li> <li>*Complete mandatory online trainings</li> <li>*Sign TEP Student Disposition Agreement</li> <li>*Have a minimum GPA of 2.75 in content major</li> <li>*Have a minimum GPA of 3.00 in all TEP course work</li> <li>*A minimum overall GPA of 2.75 (on a 4.0 scale) for all college course work is required before taking a 400 level TEP course</li> </ul>	N/A	Department Advisor	N/A	N/A

## Theatre

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Theatre BA	On campus	No additional admission requirements beyond the general UIS criteria	N/A	N/A	N/A	N/A

## Visual Arts

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Visual Arts BA	On campus	No additional admission requirements beyond the general UIS criteria	ART 102, ART 112, ART 113, ART 261, ART 262, AND one intro level studio course (ART 203, ART 211, ART 215, ART 236, ART 304)	N/A	N/A	N/A



## Women and Gender Studies

Degree Program	Program Type	Dept Application Materials and Admission Criteria	Prerequisite Course Requirements	Department ADM Review	Dept Conditional Admits	Dept Appeal Process
Women and Gender Studies - Graduate Certificate	On Campus	<p>*Candidates for the WGS certificate must write a goal statement.</p> <p>*Have an interview with a women's studies faculty member.</p> <p>*Women and Gender Studies will assign an academic advisor to help develop a course of study that meets the student's goals.</p> <p>*Candidates for the certificate must complete course requirements with a grade of B or better (grades of B- or lower will not be accepted).</p>	*Students must hold a baccalaureate degree from an accredited institution and meet campus requirements for admission to graduate study.	N/A	Students may be conditionally admitted to the certificate program until they pass WGS 501.	N/A

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The world is changing, and we're not just keeping up. We are **Reinventing Possible** as thought and action leaders for the future.

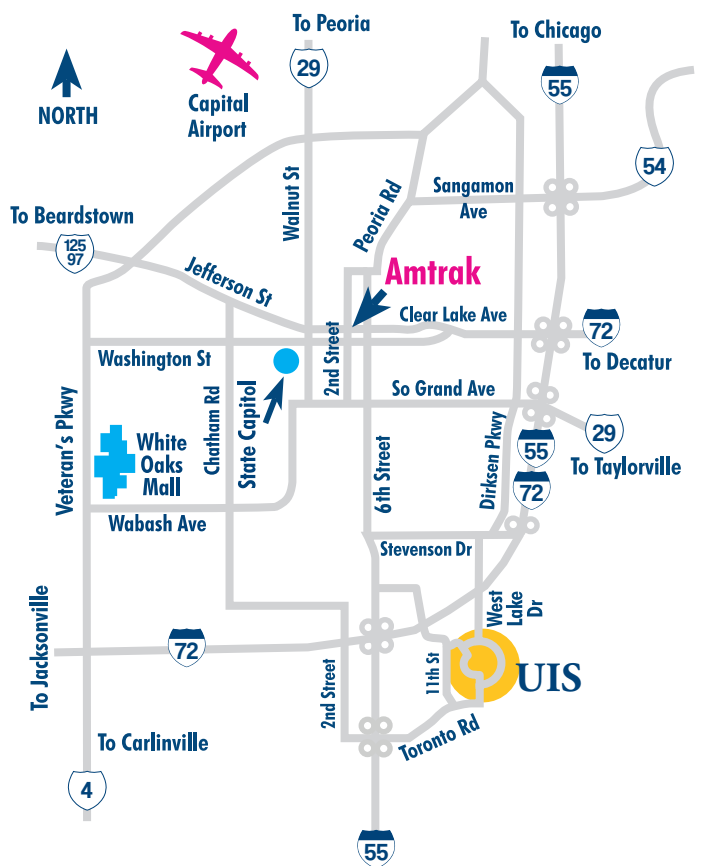
We meticulously reviewed and renewed our academic programs to leverage **current job market trends** and needs to address gaps in higher education that will improve our community and world.

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# Visit! UIS Campus



- Campus Buildings**
- 1 Brokens Library
  - 2 Business Services Building
  - 3 Child Care Center
  - 4 Health and Sciences Building, including Visual Arts Gallery
  - 5 Human Resources Building
  - 6 Police Department
  - 7 Public Affairs Center, including Sangamon Auditorium and Studio Theatre
  - 8 Radio Station WUIS Building
  - 9 Recreation and Athletic Center (TRAC)
  - 10 Residential Simulation Lab
  - 11 Student Affairs Building
  - 12 Student Life Building
  - 13 Student Union
  - 14 University Hall
  - 15 Admissions, Records & Registration, and Financial Aid located on the first floor
  - 15 Visual and Performing Arts
- Student Housing**
- 16 Bluebell Court
  - 17 Clover Court
  - 18 Founders Residence Hall
  - 19 Foxglove Court
  - 20 Homer L. Butler Commons (Residence Life Office)
  - 21 Larkspur Court
  - 22 Lincoln Residence Hall
  - 23 Marigold Court
  - 24 Pennyroyal Court
  - 25 Sunflower Court
  - 26 Trillium Court
- Athletics/Recreation Locations**
- 27 Baseball Diamond
  - 28 Kivanis Stadium
  - 29 Softball Complex
  - 30 REC Park
- Other Locations**
- P Public Parking
  - Bus Stop
  - Shakespeare Garden
  - The Young Lawyer Lincoln Sculpture
  - UIS Restored Prairie
  - UIS Field Station at Lake Springfield